

Water Resource Management Committee Meeting Agenda



November 18, 2025 - 4:45 PM
Council Chambers
3805 S. Casper Drive

Published: 11/13/2025

AGENDA

1. **CALL TO ORDER**
2. **ROLL CALL; DECLARATION OF QUORUM; PUBLIC NOTICE**
3. **APPROVAL OF MINUTES**
 - A. October 14, 2025, Water Resource Management Committee Meeting Minutes
4. **OLD BUSINESS**
5. **INFORMATION**
6. **NEW BUSINESS**
 - A. WRM 04-25 Municipal Flood Control Grant - Property Acquisition
 - B. WRM 05-25 WPDES Salt Reduction Calibration Equipment
 - C. WRM 06-25 CCTV Equipment Purchase
 - D. 2025-2028 WRM Capital Improvement Projects
7. **TABLED ITEMS**
8. **UPDATES**
9. **CLOSED SESSION**
10. **RECONVENE TO OPEN SESSION**
11. **ADJOURN**

Additional Information

- The agenda packet, including supplemental information related to agenda items, is available online at www.NewBerlinWI.gov. Once finalized by the governing body, approved meeting minutes will also be posted online.
- Agenda items may be taken out of order at the governing body's discretion.
- Members, and possibly a quorum, of other municipal governmental bodies may attend this meeting to gather information. However, no action will be taken by any governmental body other than the one referenced in this notice.
- Accommodations will be provided under the Americans with Disabilities Act (ADA) to meet the needs of individuals with disabilities. If you require assistance or appropriate aids and services, please contact the Office of the City Clerk at (262) 786-8610 with reasonable notice.

Water Resource Management Committee MEETING MINUTES



October 14, 2025 - 4:45 PM
Council Chambers
3805 S. Casper Drive

MINUTES

1. CALL TO ORDER

Ald. Harenda called the meeting to order at 4:49 PM

2. ROLL CALL; DECLARATION OF QUORUM; PUBLIC NOTICE

City Clerk Rubina R. Medina took the roll call as follows:

Present: Alderperson Hopkins, Mayor Ament, Commissioner Kern, Alderperson Harenda

Excused: Alderperson Scott La Fever

Staff Present: Nicole Hewitt, Division Engineer-Stormwater, Rubina R. Medina, City Clerk

The City Clerk confirmed that a quorum was present and that the meeting was properly posted in compliance with open meetings law.

3. APPROVAL OF MINUTES

A. July 8th, 2025 Meeting Minutes

MOTION: Motion to Approve

VOTE: Motion by: Alderperson Hopkins
Second by: Commissioner Kern
Motion Passed 4-0

4. INFORMATION

A. Overview of August 9-10, 2025 Storm Event

Nicole Hewitt provided an update and overview of the August 9-10, 2025 Storm Event, in which City Hall recorded 7.6 inches of rain in 11 hours.

5. NEW BUSINESS

A. WRM 03-25, Discussion and possible recommendation to Common Council action on Flood Plain Property Purchase

No Discussion. No Motion.

B. Discussion and possible action to recommend to Common Council the 2026 Water Resource Management Operating Budget

MOTION: Motion to Approve

VOTE: Motion by: Alderperson Hopkins
Second by: Commissioner Kern
Motion Passed 4-0

6. ADJOURN

MOTION: Motion to Adjourn at 5:06 PM

VOTE: Motion by: Alderperson Hopkins
Second by: Commissioner Kern
Motion Passed 4-0

**Respectfully Submitted,
Rubina R. Medina, City Clerk**

RESOLUTION NUMBER 2025-23

**Municipal Flood Control Grant Program
Floodplain Property Acquisition**

A RESOLUTION authorizing the submittal of a state grant application by the Water Resource Utility Manager, Nicole Hewitt, and the subsequent appropriation of Water Resource Management (WRM) Utility Funds for a Municipal Flood Control Grant Project, Floodplain Property Acquisition; and

WHEREAS, the properties that WRM proposes to acquire, but only in the event the Municipal Flood Control Grant is awarded, are located at 12414 Meadow Lane, 12418 Meadow Lane + Vacant Lot, 12426 Meadow Lane, and 12508 Meadow Lane;

WHEREAS, the City of New Berlin WRM Utility is qualified, willing, and able to carry out all activities described in the state grant application; and,

WHEREAS, in this action the City of New Berlin Common Council has declared its intent to conduct the Municipal Flood Control Grant project described in the application; and,

WHEREAS, the City of New Berlin will allow employees from the Department of Natural Resources access to inspect grant project sites; and,

WHEREAS, the City of New Berlin will maintain records documenting all expenditures made during the Municipal Flood Control Grant project; and,

WHEREAS, the City of New Berlin will submit a final report to the Department which describes all Municipal Flood Control Grant project activities, achievements and data collected, and documentation of the project costs.

IT IS THEREFORE RESOLVED THAT:

The City of New Berlin Common Council requests the funds and assistance available from the Wisconsin Department of Natural Resources under the Municipal Flood Control Grant Program and will comply with state rules for the program, and,

HEREBY AUTHORIZES the authorized representative, Water Resource Utility Manager Nicole Hewitt and her department to act on behalf of the City of New Berlin to submit an application to the State of Wisconsin for financial aid for Municipal Flood Control protection purposes, sign documents, and take necessary action to undertake, direct, and complete an approved flood control project.

Passed and adopted by the Common Council this ____ day of _____, 20__.

By a vote of: ____ in favor, ____ against, and ____ abstain

APPROVED:

Countersigned/Certified:

Mayor Dave Ament

Rubina Medina, City Clerk



**Water Resource Management
Utility of the City of New Berlin**
3805 South Casper Drive
P.O. Box 510921
New Berlin, Wisconsin 53151-0921

**Engineering Services
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Street Department**

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Street Dept Phone: 262-780-4609

November 18, 2025

TO: Water Resource Management Committee

FR: Nicole Hewitt,
Water Resource Utility Manager

ISSUE: Resolution to Authorize Application for Municipal Flood Control Grant for Acquisition of a Floodway Properties

REQUESTED ACTION:

Motion to recommend to Council the approval of Resolution 2025-23 authorizing staff to submit a Municipal Flood Control Grant application to DNR for the acquisition of the floodway properties located at 12414 Meadow Ln, 12418 Meadow Ln + Empty Lot, 12426 Meadow Ln, and 12508 Meadow Ln, and in the event the grant is approved to authorize the acquisition of the properties in accordance with the terms of the Municipal Flood Control Grant program as well as applicable statutes and to disburse the City's portion of the funds in an amount not to exceed 50% of the cost of acquisition.

FISCAL IMPACT:

Estimated cost of project: \$1,020,000
Grant Income: \$510,000 (50%)

Estimated Final Cost to Utility after Grant Reimbursement: \$510,000

SOURCE OF FUNDS:

2026 Cash on Hand
Conditional upon receiving the Grant Funding.

RATIONALE:

This request is for authorization to apply for the Wisconsin DNR 2026/2027 Municipal Flood Control Grant for acquisition of the floodway properties located

- 12414 Meadow
- 12418 Meadow + Empty Lot
- 12426 Meadow
- 12508 Meadow

The project is conditional upon receipt of the Grant. If the Grant were received, the City would pursue the purchase of the properties, demolish the structures, and develop the properties for permanent open space. The City will need to get approval from the property owners to move forward with the acquisition. Participation is completely voluntary; no property can be purchased without consent of the owner.

The DNR Municipal Flood Control Grant cycle has opened and we are looking for authorization and funding to purchase floodplain property. The City has been awarded this grant in the past, most recently in 2012, for four properties. If received, the DNR Grant will fund 50% of the cost to purchase these properties and remove the structures. The remaining 50% will need to be funded by the City.

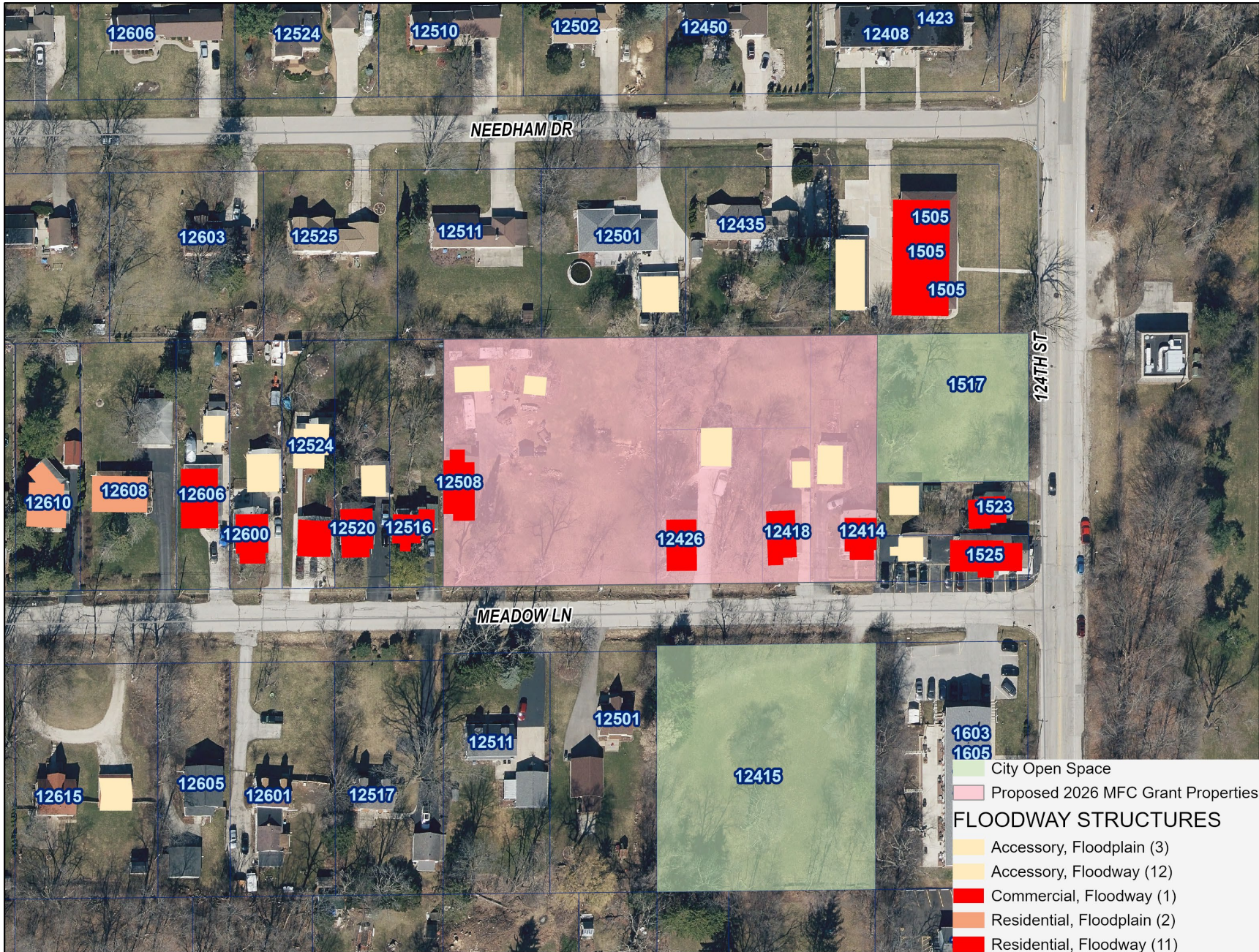
We are required show that we have budgeted or allocated funds for the acquisition prior to applying for the grant. The grant deadline is March 15, 2026. This is a reimbursement grant, therefore we will expend the funds prior to being reimbursed by the DNR.

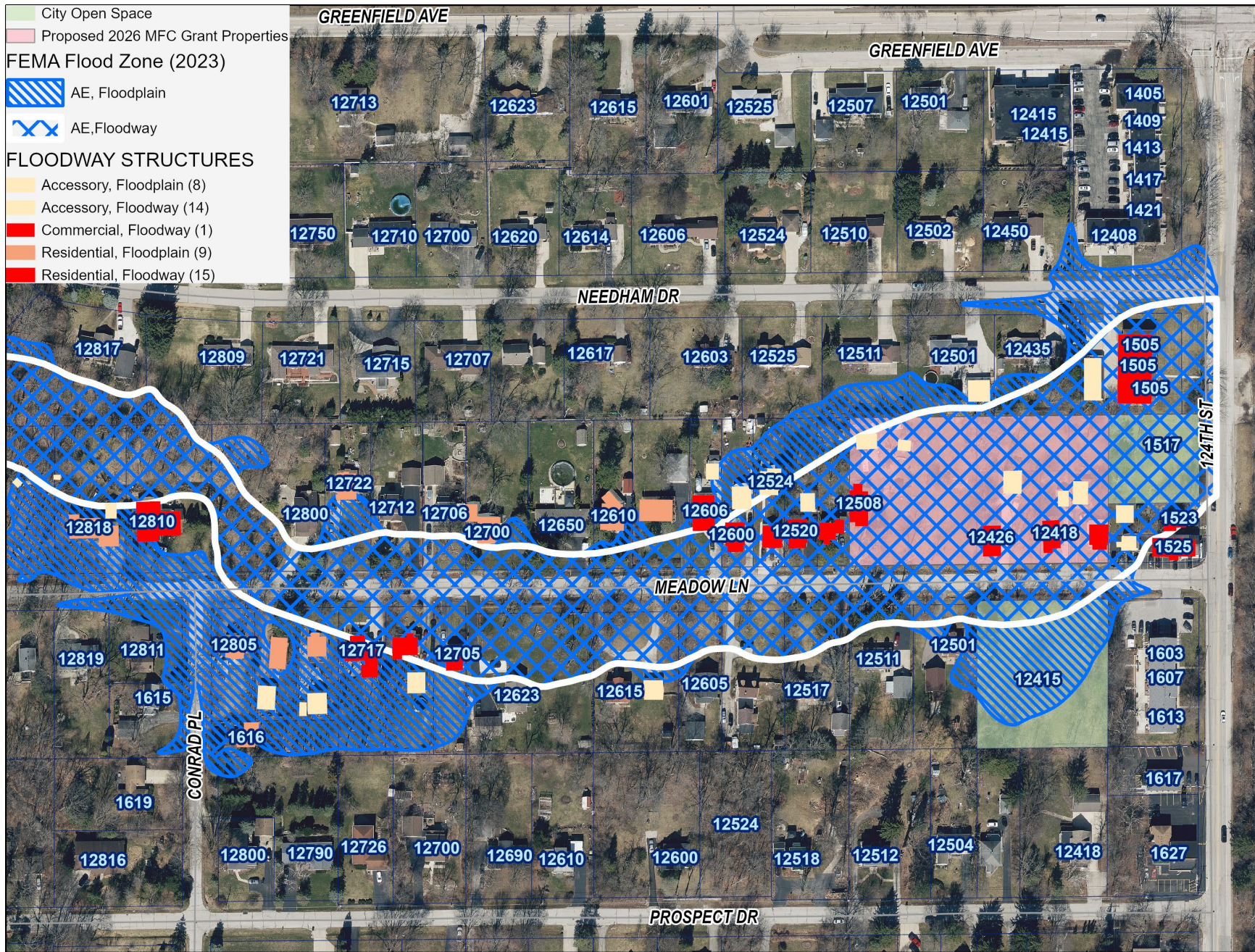
Eligible Project Types listed in priority order (per DNR 2026 Administration and Application Guide)

| Project Type | Description |
|--------------|--|
| 1 | Property acquisition and removal of structures which due to zoning restrictions cannot be rebuilt (structure located directly in floodway, dam shadow or Zone A) |
| 2 | Property acquisition and removal of structures in the 100-year floodplain (structure located in flood fringe) |
| 3 | Property acquisition and removal of repetitive loss or substantially damaged structure (outside the floodplain but meets the definition of "Repetitive Loss Structure" in NR 199.03(17) and/or "Substantial Damage" in NR 199.03(20)) |
| 4 | Property acquisition and removal of flood damaged structures (any flood damaged structure outside floodplain) |
| 5 | Floodproofing and flood elevation project in the 100-year floodplain that will remain in the 100-year floodplain |
| 6 | Riparian Restoration project on a watercourse: <ul style="list-style-type: none"> (1) dam or artificial obstruction removal; (2) fish & native plant habitat restoration; (3) erosion control and streambank restoration |
| 7 | Acquisition of vacant land for flood water control/storage or flood water flowage easement |

The properties in this request falls under priority Project Type 1.

At this time, Staff is requesting a commitment from the Committee to fund the project contingent on award of the grant. The final cost to the city after grant reimbursement is estimated at \$510,000.







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November 18, 2025

TO: Water Resource Management Committee

FR: Nicole Hewitt,
Water Resource Utility Manager

ISSUE: Approve purchase of De-icing Controllers in Compliance with WPDES Permit.

REQUESTED ACTION:

Motion to recommend to the Council the approval of purchase of De-icing Controllers.

FISCAL IMPACT:

Estimated cost of project \$18,000

SOURCE OF FUNDS:

2025 Cash on Hand

RATIONALE:

The City of New Berlin Department of Public Works – Streets Division is initiating a phased modernization and standardization of its winter-maintenance fleet to enhance public service efficiency, environmental compliance, and data-driven performance tracking.

The plan applies to the 24 plow trucks that are not currently scheduled for replacement. The City's total Plow fleet consists of 27 trucks, four are presently in the build process and will be delivered with upgraded closed-loop controllers, and one spare truck will receive its upgrade through the normal rotation process before 2027.

Implementation Schedule and Estimated Annual Costs:

- 2025: 6 Trucks – \$18,000
- 2026: 6 Trucks – \$20,000
- 2027–2028: 11 Trucks – \$37,500

The project focuses on replacing the City's outdated mechanical and open-loop salter controllers with closed-loop, ground-speed-based systems that ensure precise, consistent salt application across approximately 630 lane-miles and more than 450 cul-de-sacs within the City's 36-square-mile service area.

- Beginning in 2025, legacy mechanical controllers will be upgraded to the Force America 5100ex closed-loop model, establishing a retrofit standard that improves calibration accuracy, reduces over-application, and supports data logging for MS4 reporting.
- In 2026, all new plow-truck builds will be specified with the Force America 6100 series controller, a next-generation CAN-bus system offering enhanced telematics integration, multi-material control, and compatibility with modern fleet platforms.
- That same year, six newer trucks equipped with Electronic Burke open-loop controllers will be converted to closed-loop operation to align with the City's smart-salting goals.
- The remaining fleet conversions are scheduled through 2027–2028 to achieve complete system standardization.

This initiative directly supports the City's WPDES MS4 Permit (No. WI-S050059-4) requirements under Wisconsin DNR NR 216.07(6)(a) by implementing a recognized non-structural Best Management Practice (BMP) pollution prevention through calibrated, automated chloride-application control.

- The upgrade will reduce road-salt usage by an estimated 30–50 percent, lowering both operating costs and chloride loading into storm-water systems, thereby improving compliance with Wisconsin DNR Technical Standard 1007 and the Milwaukee River Basin Total Maximum Daily Load (TMDL) objectives.
- The new controller platforms also integrate with PlowOPS, Samsara, and SnowPaths software, enabling real-time route tracking, salt-usage analytics, and storm-event documentation for verifiable MS4 Annual Report metrics using our current Cartegraph system. Data collected through these systems will provide measurable proof of pollutant reduction and operational efficiency, strengthening the City's position for future chloride-reduction grants.

Because this effort demonstrably reduces pollutant discharge, it is fully eligible for Water Resource Management (WRM) utility funding. WRM funds can appropriately fund controller hardware purchases, calibration equipment, operator training, and other data-management components, with the Streets Division remaining responsible for installation labor and fleet maintenance in the process of maintaining fiscal compliance with state and municipal accounting standards.

In summary, this modernization strategy not only meets the City's regulatory requirements but also positions New Berlin as a statewide leader in smart, sustainable, and accountable winter-maintenance operations through innovation, environmental stewardship, and interdepartmental collaboration.



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November 18, 2025

TO: Water Resource Management Committee

FR: Nicole Hewitt,
Water Resource Utility Manager

ISSUE: Approve purchase of CCTV equipment for Water Resource Management Utility use.

REQUESTED ACTION:

Motion to recommend to the Council the approval of the purchase of CCTV equipment for Water Resource Management Utility use.

FISCAL IMPACT:

Estimated cost of project: \$138,000

SOURCE OF FUNDS:

2025 Cash on Hand

RATIONALE:

Seeking approval to purchase a portable, high-definition CCTV inspection system capable of inspecting stormwater infrastructure ranging in size from 4 inches to 66 inches in diameter. The total cost of this system is approximately \$138,000. This investment will give our crews the ability to efficiently inspect, document, and maintain the City's underground stormwater network without depending on outside contractors or the Utilities Division's equipment, which is often unavailable due to workload, downtime, or a lack of trained operators.

Over the past several years, finding reliable contractors such as Visu-Sewer or other regional vendors has become increasingly difficult, with many either declining smaller stormwater jobs or offering lead times stretching from several weeks to multiple months or most of time no response at all. These delays have held up routine maintenance, complicated road reconstruction schedules, and made it difficult to respond quickly when flooding or infrastructure failures occur. By owning our own portable inspection system, the Stormwater Division gains complete control over scheduling, data quality, and follow-up work, allowing inspections to happen immediately when needed, instead of waiting for outside availability.

The proposed unit offers simplicity, durability, and true field portability.

- It can be deployed from a standard pickup or trailer, making it ideal for remote areas or job sites where larger equipment cannot access.
- Its high-definition imaging and integrated locator and software tools allow staff to quickly identify defects, capture accurate footage, and document pipe conditions.
- Inspection results can then be uploaded directly into the City's GIS and Cartegraph systems, providing reliable digital records for long-term maintenance tracking and compliance with WDNR MS4 permit requirements.

Performing CCTV inspections in-house will lead to significant cost savings.

- Contractors typically charge \$250–\$350 per hour, plus mobilization and reporting fees that can push each inspection into the \$1,000–\$3,500 range.
- By comparison, once this system is in place, the only recurring costs will be regular maintenance and staff time.
- Estimated annual savings range from \$30,000 to \$75,000, with the equipment expected to pay for itself in roughly three to five years or less.
- Beyond the financial return, this approach gives the City operational independence, better scheduling flexibility, and the ability to re-inspect as needed without additional cost.

Another major advantage is the system's emergency response capability.

- When culverts fail, sinkholes appear, or flooding occurs, City crews will be able to deploy the equipment immediately day or night to determine the cause and extent of the issue. This kind of rapid on-site assessment can prevent unnecessary excavations, shorten repair times, and improve public safety.
- The system also provides clear, time-stamped high-definition video documentation that can be used to support FEMA reimbursements, insurance claims, or engineering evaluations following severe weather events.

In summary, this purchase represents a practical, cost-effective, and proactive investment in the City's infrastructure. For a one-time cost of \$138,000, New Berlin will gain the ability to conduct its own inspections year-round, respond faster to emergencies, and maintain a complete digital record of its stormwater network. The result will be a safer community, stronger accountability, and long-term financial savings for our residents.

2025-2028 STORMWATER CAPITOL IMPROVEMENT PROJECTS

| PROJECT | ACTIVITY | 2025 | 2026 | 2027 | 2028 |
|---|--------------|-------------------|---------------------|-------------------|------------------|
| Kelly Lake Tributary Streambank Stabilization | Design | | \$ 50,000 | | |
| | R.O.W. | | | | |
| | Construction | | | \$ 300,000 | |
| Wilbur Greenlawn Storm Sewer Extension | Design | In-House | | | |
| | R.O.W. | | | | |
| | Construction | | \$ 500,000 | | |
| 2026 WDNR Municipal Flood Control Grant (Property Acquisition) | | | | | |
| | Construction | | \$ 1,020,000 | | |
| EQUIPMENT - WPDES Salt Reduction - Calibration Equipment | EQUIPMENT | \$ 18,000 | \$ 20,000 | \$ 18,750 | \$ 18,750 |
| EQUIPMENT - CCTV Equipment | EQUIPMENT | \$ 138,000 | | | |
| EQUIPMENT - WPDES Salt Reduction - Brining Equipment | EQUIPMENT | | | | \$ 50,000 |
| SUBTOTALS | Design | \$ - | \$ 50,000 | \$ - | \$ - |
| | R.O.W. | \$ - | \$ - | \$ - | \$ - |
| | Construction | \$ - | \$ 1,520,000 | \$ 300,000 | \$ - |
| | EQUIPMENT | \$ 156,000 | \$ 20,000 | \$ 18,750 | \$ 68,750 |
| | TOTAL | \$ 156,000 | \$ 1,590,000 | \$ 318,750 | \$ 68,750 |
| | 10% | \$ 15,600 | \$ 159,000 | \$ 31,875 | \$ 6,875 |
| | TOTAL | \$ 156,000 | \$ 1,749,000 | \$ 350,625 | \$ 75,625 |
| FUNDING SOURCE | | 2025 | 2026 | 2027 | 2028 |
| | CASH ON HAND | \$ 156,000 | \$ 1,239,000 | \$ 350,625 | \$ 75,625 |
| | GRANT | | \$ 510,000 | | |
| | TOTAL | \$ 156,000 | \$ 1,749,000 | \$ 350,625 | \$ 75,625 |