

BOARD OF WATERWORKS COMMISSIONERS - 4: 00 PM (Monday, January 21, 2019)Generated by Joe Trueblood on Wednesday, January 23, 2019

Members present:

Gerald Van De Kreeke, Ray Haen, Mark Smith

Staff/officials:

Superintendent Joe Trueblood

1. OPENING OF MEETING

1.1 Pledge of AllegianceAll present honored the flag.

2. MINUTES

2.1 Approval of minutes from the December 17, 2018 meetingCommissioner Smith made a motion, seconded by Commissioner Haen, to approve the minutes.

Motion passed unanimously.

3. REPORTS

3.1 Financial reportsSuperintendent reviewed the reports for December.

Motion by Commissioner Haen, seconded by Commissioner Smith, to accept the reports.

Motion carried unanimously.

3.2 Superintendent's report including operations and construction-maintenanceSuperintendent reviewed the reports.

Two water main breaks occurred during December, which is typical.

Motion by Commissioner Haen, seconded by Commissioner Van De Kreeke, to accept the reports.

Motion carried unanimously.

#### 4. ITEMS PREVIOUSLY HELD OVER FOR DISCUSSION AND POSSIBLE ACTION

4.1 Lead water service replacement programNo update

4.2 Raw water improvements/intake projectNo update

4.3 Water demand studySuperintendent noted that AECOM had a kick-off meeting for a demand study to help determine future water demands over a 50 year period.

The study will tie in with sizing of future projects such as the raw water improvements project.

Although impossible to predict, it's feasible that the Utility might serve other wholesale customers within 50 years and the study will include an overall analysis.

4.4 Horizon Drive water tower projectSuperintendent advised that the filling and disinfection process has begun.

If all goes well, the water tower will be in service within 1 - 2 weeks.

4.5 Clear well sluice gate and UV bypassNo update

4.6 Georgia Avenue pump station

Superintendent noted that the lead time on the large pump has been extended until May.

This will cause project delay.

#### 5. ITEMS FOR DISCUSSION AND POSSIBLE ACTION

5.1 PSC code changesNone

5.2 Approve upcoming water main projectsDone previously

5.3 Review proposal for automatic hydrant flushersSuperintendent reviewed a proposal from Ferguson waterworks for 6 automatic hydrant flushers at a cost of

\$1,755 each, if ordered before Feb.

1.

These units greatly reduce labor required to flush hydrants and maintain fresh water in low flow areas of the distribution system.

The additional six units will likely end up stationed in the Southpointe Enterprise campus due to lengthy water main extensions with little current water demand.

Commissioner Van De Kreeke made a motion, seconded by Commissioner Haen, to approve the purchase at a total cost of \$10,530.

Motion carried unanimously.

#### 5.4 Review proposal for stripping and painting Behrens Parkway water tower

Superintendent reviewed a bid tabulation from Dixon Engineering for Repainting and Repairs on the 500,000 gallon elevated spheroid constructed in 1989.

Superintendent noted that due to heavy water usage in the boosted pressure zone around this water tower, it has not been taken out of service for coating maintenance.

Stop-gap, cosmetic painting was done about 8 years ago, and the coatings are now in poor condition.

With construction of the Horizon Drive water tower, the Utility will now be able to take the Behrens Parkway tower out of service for several months for proper maintenance.

Bids were received from the following:

LC United at \$457,000 ;

Seven Brothers at \$552,400 ;

Kountoupes Painting at \$491,300 ;

Osseo Construction at \$626,100 ;

and Classic Protective at \$620,675.

Dixon recommended awarding the bid to LC United, including the dry interior paint alternate and the mixer alternate, at a total cost of \$495,000.

Commissioner Haen made a motion, seconded by Commissioner Smith, to accept the recommendation and award the project to LC United.

Motion carried unanimously.

5.5 Request Board approval for write-offs due to bankruptcy Commissioner Van De Kreeke made a motion, seconded by Commissioner Haen, to approve the write-off of \$2,754.55 in water bills due to bankruptcies.

Motion carried unanimously.

5.6 Review proposal for purchase of water meters Superintendent reviewed a proposal from Badger meter for the purchase of 60 M 25 water meters with a 5 / 8 " bore at \$49.83 each, and of 60 M 25 water meters with a 3 / 4 " bore at \$49.83 each at a total cost of \$5,979.60.

Commissioner Haen made a motion, seconded by Commissioner Smith, to approve the purchase.

Motion carried unanimously.

5.7 Review proposed ordinance change on lead service line replacements Superintendent presented a draft proposed ordinance change relating to lead service line replacements.

During the past three years, the Utility has used WDNR grant monies to help fund the replacement of lead service lines, or laterals, in the City.

Although the Utility has remaining grants to expend during 2019 and 2020, the program has ended, and there will be no additional funding from WDNR.

However, the state of Wisconsin passed new law allowing public water utilities to establish financial assistance programs, which would essentially take the place of the WDNR grant program.

WI PSC has determined that, subject to various requirements, public utilities can recover lead service line replacement costs through rates going forward, but only if an approved ordinance specifies the details of a financial assistance program established toward this end.

Existing ordinance on lead service lines is minimal and would be replaced by the proposed language.

Superintendent reviewed aspects of the program, including maintenance of existing ordinance providing for the assessment of actual construction costs for replacement of street-side lead service lines, as this has been ongoing for many years.

The new program would primarily address the costs of replacement of the property-side service line, which runs from the curb shut-off valve through to the water meter.

These costs would qualify to be covered and paid for under the financial assistance program, but the costs for street-side service line replacements, from the curb shut off valve to the water main, would continue to be assessed to the property owner.

In most cases, the property owner would only ever be responsible for half of the cost of replacement.

Given limited funding for the program, the proposed change includes a priority list, with final determinations by the Board of Waterworks Commissioners.

The Commissioners discussed the method for presenting the proposed changes to the Common Council and also some of the situations that might cause problems, such as if individuals want to replace their lead service line but don't qualify for the financial assistance program.

Superintendent stated that he is aware of two other utilities that have submitted their plans for approval to WI PSC, as this is another requirement.

After ongoing discussion, Superintendent stated that he wanted to get input from the City Plumbing Inspector and the City Attorney, and will then report back to the Commissioners.

#### 5.8 Approve vouchers

Commissioner Van De Kreeke made a motion, seconded by Commissioner Smith, that gross payroll for December of \$156,932.90 and general vouchers of \$708,972.84 be allowed and accepted.

Motion passed unanimously.

## 6. PERSONNEL

6.1 Discussion with Distribution Supervisor candidate Superintendent introduced Mr. David McMillan to the Commissioners as a candidate for the distribution supervisor position, which will be vacated as Rich Dale intends to retire later this spring.

Mr. McMillan had previously met with a number of Utility staff members to discuss his qualifications and to learn more about the position.

Mr. McMillan had previously worked for the Sheboygan Water Utility, but had left in 2017 to pursue a position in private industry.

Superintendent advised of Mr. McMillan's knowledge with the distribution system, which would allow him to quickly understand upcoming projects.

Superintendent had discussed the need for excellent collaboration among the new supervisor and the utility engineer and civil engineering technician, all of whom would be relatively new in their positions.

Mr. McMillan expressed that he greatly values the working environment at the Sheboygan Water Utility and appreciates the opportunity to possibly return in a new position.

He talked about ongoing construction projects, the new water tower, and advances in ESRI software use.

Mr. McMillan stated that one of the things he would value most, if offered the role, is the Utility's long range vision and planning;

in his current position, planning focuses on the next quarter and not much farther than that.

Mr. McMillan also expressed a sense of satisfaction as the Utility has completed large projects such as the wash tank replacement and UV disinfection.

After ongoing discussion, Mr. McMillan left the meeting, and the Commissioners further reviewed his qualifications.

Commissioner Van De Kreeke made a motion, seconded by Commissioner Smith, authorizing Superintendent to proceed with offering the position of Distribution Supervisor to Mr. McMillan.

Motion passed unanimously.

6.2 Review wage changes for 2019 Superintendent and Commissioners reviewed the wage increases for all staff members going into 2019.

7. NEXT MEETING

7.1 Next meeting will take place on Monday, February 18, 2019.

8. ADJOURN

8.1 Motion to Adjourn Commissioner Haen made a motion, seconded by Commissioner Smith, to adjourn at 6: 01 pm.

Motion carried unanimously.