

BOARD OF WATERWORKS COMMISSIONERS - 4: 00 PM (Wednesday, June 28, 2017)Generated by Joe Trueblood on Thursday, June 29, 2017

Members present:

Gerald Van De Kreeke, Mark Heinz, Ray HaenStaff/officials:

Utility Superintendent Joe TruebloodVisitors:

Mr. Terence Doyle

1. OPENING OF MEETING

President Van De Kreeke called the meeting to order at 4: 00 pm

1.1 Pledge of Allegiance

2. MINUTES

2.1 Approval of minutes from the May 16, 2017 meetingMotion by Commissioner Haen to accept, seconded by Commissioner Heinz.

Motion carried unanimously.

3. REPORTS

3.1 Financial reportsSuperintendent reviewed the financial reports for May.

Motion by Commissioner Haen to accept, seconded by Commissioner Heinz.

Motion carried unanimously.

3.2 Superintendent's report including operations and construction-maintenance Superintendent reviewed the operations and construction-maintenance reports for May.

Motion by Commissioner Van De Kreeke to accept, seconded by Commissioner Heinz.

Motion carried unanimously.

4. ITEMS PREVIOUSLY HELD OVER FOR DISCUSSION AND POSSIBLE ACTION

4.1 UV project close-out Superintendent noted that all invoices have been paid and the UV disinfection project is officially closed out.

4.2 Lead water service replacement program Superintendent informed the Board members that the Utility recently completed its mandatory lead and copper sampling per WDNR and EPA protocols.

Superintendent reviewed a Memo submitted by Operations Supervisor Bill Swearingen that detailed the results.

One sample was ruled invalid because the residence had been vacant and no water had been run for seven days prior, which violated

the sampling protocol of water remaining unused for six hours prior to sampling.

Another sampling site will have to be used because the residence remains unoccupied.

With the remaining 29 samples, the 90 th percentile result was 4.60 ppb, which is below the action limit of 15.0 ppb.

Sixteen samples tested at less than 2.0 ppb.

Six samples tested in the range from 2.0 - 3.0 ppb.

Four samples ranged from
3.0 - 4.6 pb.

Other samples came in at
7.5,
8.2, and
16.0 ppb.

In the later case, Utility staff made contact with the resident and advised of the result.

The Utility will follow-up with information about the lead replacement program.

Overall the test results indicated that the corrosion control system continues to help minimize the effect of lead water laterals.

The Utility continues to provide educational information on simple ways to further minimize lead levels in drinking water including flushing water in the morning, using inexpensive home filter units, and investing in the replacement of old lead water laterals that are reaching the end of their working lifetime.

WDNR grant monies have been helpful in offsetting costs for lateral replacement.

Review on meter reading system project Superintendent reviewed a summary from Customer Relations and Fiscal Supervisor Tamara Scheuren that detailed the Orion reading system project.

To date, 11,580 customers have a radio read system in place;

7,335 have an older manual system.

The project goal is to eliminate all manual systems by the end of 2019.

The Utility has also switched from a 15 to 20 year meter change-out program with approval from WI PSC.

Starting in 2021, the Utility will have to start replacing meters again, with about 900 - 1,300 due per subsequent year.

5. ITEMS FOR DISCUSSION AND POSSIBLE ACTION

Proposal for 2018 capital improvement projects
Superintendent reviewed a list of preliminary capital improvement projects for 2018.

Larger projects included a pump upgrade at the Georgia Avenue booster station to keep pace with increasing industrial demands, additional Orion radio reading systems, a 1 ton truck replacement, a new south water tower, approximately \$1.1 M in water main projects, and other smaller projects.

Superintendent stated

the preliminary Utility budget will be presented in

July.

After discussion, Commissioner Haen made a motion to approve the preliminary capital projects, seconded by Commissioner Van De Kreeke.

Motion carried unanimously.

PSC code changes:

none

5.3 Proposal for property/liability/auto/other insurance renewal

contractSuperintendent reviewed insurance renewal proposals from McClone and Hub.

Utility accountant Lisa Gottsacker had prepared a comparison table showing the various elements of coverage with quotes from the League of WI Municipalities (McClone), Travelers (Hub), and Selective (Hub).

The proposals came in at \$61,254 ;

\$69,660 ;

and \$72, 917 respectfully.

By comparison, the low cost renewal proposal included all comparable coverage elements with comparable or lower deductibles.

The League proposal included a property valuation of \$41,890,209 but with a 125 % blanket extending that to \$52,362,761.

Traveler's property valuation was at \$51,048,481 and Selective's was \$42,728,011.

Superintendent discussed the League's program, including

its assessable structure and the lack of an AM Best rating.

A list of participating municipalities was distributed.

Superintendent pointed out that last year's renewal, with no submission from the League program, came in at \$85,651 from Selective (Hub).

Superintendent noted that Hub and Selective have been easy to work with, but the Utility has

few claims or issues.

Superintendent had met with each broker/agent to receive the proposals and discuss details.

After discussion, Commissioner Haen

made a motion to accept McClone's proposal at \$61,254 plus \$136 for an increase in crime coverage to \$250,000.

Motion carried

unanimously.

5.4 Approve vouchers Commissioner Van De Kreeke made a motion, seconded by Commissioner Haen, that gross payroll for May of \$148,184.00 and general vouchers of \$329,689.70 be allowed and approved.

Motion carried unanimously.

5.5 Council referral R.O. No. 44 - 17 - 18 submitting communication from Terence Doyle This matter was brought forward on the agenda as a courtesy to Mr. Doyle, who was in attendance.

Superintendent reviewed the status of water lateral assessments in general.

Mr. Doyle, a home-owner on the Broadway Avenue project, felt that being assessed for the full length of water lateral replacement from water main to curb stop was unfair because his property was on the far side of the street from the water main.

Neighbors across the street received smaller assessments due to the shorter length of their water laterals.

President Van De Kreeke invited Mr. Doyle to address the Board on the matter.

Mr. Doyle said he appreciated the project, but felt the difference in assessments was unfair.

He also felt local ordinance lacked proper referencing and did not specify its application to water main replacement projects.

Mr. Doyle proposed some type of average cost that would be used for all water laterals on any given project.

The Board discussed problems with bidding in order to determine an average and the opinions of the short-side property owners, who would think they were paying more than their fair share.

5.6 Review other Council referrals 53 - 14 - 15, 287 - 13 - 14, 470 - 07 - 08
Commissioner Van De Kreeke made a motion, seconded by Commissioner Haen, to file
all documents.

Motion passed unanimously.

5.7 Proposal for asphalt coating Superintendent reviewed proposals for dual
coating of approximately 24,000 SF of asphalt, including re-striping and crack
filling.

W asphalt proposed \$8,800.00 and Midstate proposed \$2,600.00.

TJS did not propose.

Commissioner Haen made a motion, seconded by Commissioner Van De Kreeke, to
accept the low cost proposal from Midstate.

Motion passed unanimously.

5.8 Proposal for water main and storm sewer replacement on Michigan AVenue, N.
3 rd to N. 4 th Street Superintendent reviewed proposals for water main and storm
sewer work as follows:

Advance Construction at \$396,101.80 ;

Buteyn Peterson at \$407,524.50 ;

PTS Contractors at \$433,527.90 ;

Vinton Constructon at \$454,975.01 ;

David Tenor at \$465,265.50 ;

and De Groot at \$606,942.
45.

Superintendent explained that the sewer work would be paid for by the City and
was included for efficiency.

The Water Utility's portion of the low bid is \$136,152.00.

Commissioner Haen made a motion, seconded by Commissioner Heinz, to approve the low cost bid from Advance

Construction.

Motion passed unanimously.

5.9 Proposal for hydrant sandblasting and coating Superintendent reviewed a proposal for sandblasting and coating 200 fire hydrants at a cost of \$100 per hydrant or a total of \$20,000.00.

Commissioner Haen made a motion, seconded by Commissioner Van De Kreeke, to accept the proposal from Davies.

Motion passed unanimously.

5.10 Proposal for lead water service lateral replacement on Michigan Avenue, N. 3 rd to N. 4 th Street Superintendent reviewed proposals from Korff Plumbing at \$22,813.00 and De Groot at \$62,835.22 for water service lateral replacement (287 LF), meter setting rebuilds (8), electrical grounding (4), and traffic control.

Korff plumbing has done lead

lateral replacement work for the WDNR grant program, but submitted

the bidder's proof late.

Commissioner Van De Kreeke made a motion, seconded by Commissioner Haen, to accept the low cost proposal from Korff plumbing.

Motion passed unanimously.

6. PERSONNEL Superintendent advised the Board that Mr. David McMillan has announced his resignation as operations foreman effective on July 7, 2017.

Dave is leaving to pursue an opportunity in private industry.

Superintendent advised that Dave was an outstanding employee who began his water treatment career with the Utility.

Superintendent stated that the process to determine his successor has begun, and several internal staff members have expressed interest.

7. NEXT MEETING

7.1 Next meeting will take place on July 26, 2017.

8. ADJOURN

8.1 Motion to Adjourn Motion by Commissioner Van De Kreeke, seconded by Commissioner Heinz, to adjourn at 5: 50 pm.

Motion carried unanimously.