

CITY OF SHEBOYGAN

BOARD OF WATERWORKS COMMISSIONERS

MARCH 27, 2017 at 4: 00 PM

1. OPENING OF MEETINGMembers present:

Gerald Van De Kreeke, Mark Heinz, Ray HaenMembers excused: Members absent:
Staff/officials:

Joe Trueblood

President Van De Kreeke

called the meeting to order at 4: 00 pm.

Pledge of Allegiance

2. MINUTES

Approval of minutes from the February 20, 2017 meetingMotion by

R. Haen

to approve, seconded by M. Heinz.

Motion carried unanimously.

3. REPORTS

Financial ReportsSuperintendent

reviewed the financial reports for December, January, and February.

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

Motion carried unanimously.

Superintendent's report Superintendent

reviewed the operations and construction-maintenance reports for February. Motion by Commissioner Haen to accept, seconded by Commissioner Heinz.

Motion carried unanimously.

ITEMS PREVIOUSLY HELD OVER FOR DISCUSSION AND POSSIBLE ACTION

Update of PSC code changes: Superintendent informed Board that Construction Authorization has been

approved for the south side elevated storage tank project.

UV project close-out

Superintendent reviewed final close-out issues related to ensuring that any further clear well extension leaks are addressed.

Miron has agreed to wait 2 - 3 months for final payment, and then to grant a two year warranty on the clear well

extension.

R.O. to Council on simplified rate increase application with WI
PSC Superintendent reviewed the R.O. advising Council of the planned rate increase of approximately 3 %.

Motion by Commissioner Van De Kreeke, seconded by Commissioner Haen, to approve the R.O.

Motion passed unanimously.

Lead water service lateral replacement program Superintendent reviewed a tabulation of lead laterals that have been replaced so far using WI DNR funds.

The program is up and running.

ITEMS FOR DISCUSSION AND POSSIBLE ACTION

S. Business Drive water main project bids Superintendent reviewed bids received for installation of a 12 " fusible PVC water main beneath the Union Pacific railroad tracks south of Washington Avenue.

This has been a longstanding dead-end in the distribution system.

The Utility received bids from Buteyn-Peterson at \$144,422.00 ;

Vinton Construction at \$186,990.00 ;

Advance Construction Inc. at \$189,381.00 ;

DeGroot Inc. at \$191,079.38 ;

and PTS Contractors Inc. at \$236,072.00.

Motion by Commissioner Van De Kreeke, seconded by Commissioner Heinz, to accept the low cost bid from Buteyn-Peterson.

Motion passed unanimously.

Broadway Avenue water main bids Superintendent reviewed bids received for installation of 16 " PVC water main on Broadway Avenue between S. 7 th to S. 13

th Street.

The Utility received bids from PTS Contractors Inc. at \$698,953.00 ;

Advance Construction at \$722,215.00 ;

and Buteyn Peterson at \$729,404.00.

Motion by Commissioner Haen, seconded by Commissioner Van De Kreeke, to accept the low cost bid from PTS Contractors Inc.

Motion passed unanimously.

Broadway Avenue water service lateral bids Superintendent reviewed bids received for water service lateral replacements (1,216 LF), meter setting rebuilds (46), electrical grounding (27), and traffic control on the Broadway Avenue water main project.

The Utility received bids from Edgewater plumbing at \$119,327.00 and from PTS Contractors Inc at \$149,815.
11.

Motion by Commissioner Haen, seconded by Commissioner Heinz, to accept the low cost bid from Edgewater plumbing.

Motion passed unanimously.

New possible water main projects Superintendent reviewed a list of projects for initial approval:

Michigan Avenue from N. 3 rd to N. 4 th Street at \$157,175 estimate cost;

North Avenue, from railroad to N. 15 th Street at \$337,550 estimated cost;

and N. 15 th Street from Mayflower to north of School Avenue at \$34,304 estimated cost.

The Michigan Avenue cost includes \$46,625 and the North Avenue cost includes \$78,300 in WDNR reimbursible costs.

Motion by Commissioner Haen, seconded by Commissioner Van De Kreeke, to approve the projects.

Motion passed unanimously.

Approve vouchers Commissioner Haen made a motion, seconded by Commissioner Heinz, that gross payroll for February of \$143,249.39 and general vouchers of \$255,954.72 be allowed and approved.

Request for proposals for engineering services involving a new water tower Superintendent reviewed a draft Request for Proposal for Engineering services for design, bidding, construction, and start-up on a Sheboygan south side water tower.

The Utility intends to construct a new water tower on a 2.5 acre parcel of land recently purchased from the City of Sheboygan.

The tower would work in conjunction with the 500,000 gallon tower on Behrens Parkway, which is in need of a complete interior and exterior stripping and painting.

Also, due to ongoing growth, the industrial park needs additional elevated stored water to ensure fire protection.

Motion by Commissioner Van De Kreeke, seconded by Commissioner Haen, directing the superintendent to seek proposals from several engineering firms.

Motion passed unanimously.

Request for employee compensation info to be included in City employee compensation report Superintendent advised that he had received a request from the City's HR Director to provide compensation information on Utility employees including name, salary, position, and years of service.

Superintendent stated that the Utility had previously provided similar information to the Sheboygan Press when requested to do so.

However, superintendent

reported that many staff members felt this same information could be

conveyed without attaching personal names to

Commissioner Heinz stated that it was good to have

information available on all expenses at the Utility including compensation.

The Commissioners had some discussion about the necessity of attaching personal names to salaries and felt it could possibly be done through position title.

Commissioner Van De Kreeke

noted that Utility employees are not City employees.

The Commissioners wanted more information on the purpose of

this compensation report.

Superintendent reported that he didn't have any information:

he had only received an email request.

The Commissioners asked for more information about

the purpose and use

of the compensation report.

Update Board on Senate Bill 48 regarding lead water service laterals
Superintendent reviewed

a bill moving through the State legislature allowing public utilities to fund lead water service lateral replacements out of revenues.

This would essentially eliminate the need for the WDNR grant program.

The bill does require a local ordinance be in place, and, in some cases, PSC approval might be required.

Correspondence regarding disconnect procedures and Payment Service Network Superintendent presented

a letter to the Board President from Mr. Peter Mayer of 502 N. 6 th Street.

Mr. Mayer

expressed concern about a lack of efficiency

in obtaining payments for utility services.

Mr. Mayer also felt that disconnection as a first resort may be inefficient use of staff.

Mr. Mayer further expressed concern about the Utility's payment vendor, Payment Service Network, Inc., and felt that the PSN agreement

in place requires the customer to indemnify

PSN, causing a possible shift in liability to the utility service provider itself.

The Commissioners reviewed Mr. Mayer's concerns and directed superintendent

to respond

with a letter to Mr. Mayer thanking him for the input.

Purchase of potassium permanganate Superintendent requested approval of the purchase of 1,323 pounds of free flowing potassium permanganate at a total cost of \$4,828.95.

Motion by Commissioner Van De Kreeke, seconded by Commissioner Heinz,

approving the purchase.

Motion carried unanimously.

Review of 2018 Utility budget schedule Superintendent reminded the Board that he intends to submit a preliminary budget in July, which seems to fit into the City's budget cycle.

This year, the Utility will expand its budget document into a more comprehensive report with a more updated

format.

Purchase of automatic hydrant flushing devices Superintendent reviewed a brochure displaying features of flushing devices that the Utility has been using to flush dead-end fire hydrants without having to send out staff.

The units use a timer system to regularly flush water, which increases chlorine levels and

helps reduce stagnant water.

The Utility seeks to purchase five K 9700 devices at a total cost of \$9,545.00.

Motion by Commissioner Haen, seconded by Commissioner Van De Kreeke, to approve the purchase.

Motion passed unanimously.

PERSONNEL

NEXT MEETING

Next Meeting will be on April 24, 2017.

ADJOURN

Motion to Adjourn by Commissioner Heinz, seconded by Commissioner Haen, at 5:20 pm.

Motion carried unanimously.