

## **BOARD OF WATERWORKS COMMISSIONERS - 3:30 PM - (Monday, January 31, 2022)**

*Generated by Joe Trueblood on Tuesday, February 1, 2022*

*Members present: President Gerald Van De Kreeke, Secretary Tom Howe, Member Rich Dale*

*Staff: Superintendent Joe Trueblood*

### **1. OPENING OF MEETING**

#### **1.1 Pledge of Allegiance**

All present honored the flag of the United States of America.

### **2. MINUTES**

#### **2.1 Approval of minutes from the December 20, 2021 meeting**

Commissioner Howe made a motion, seconded by Commissioner Dale, to approve the minutes of the December 20, 2021 Board meeting. Motion passed unanimously.

### **3. REPORTS**

#### **3.1 Financial reports and approval of vouchers**

Commissioner Van De Kreeke made a motion, seconded by Commissioner Howe, to accept the financial reports and to approve the general vouchers of \$460,005.79 and gross payroll of \$179,097.86. Motion passed unanimously.

#### **3.2 Superintendent's report including operations, construction-maintenance, and customer relations/fiscal**

Commissioner Dale made a motion, seconded by Commissioner Howe, to accept the Superintendent's report. Motion passed unanimously.

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

#### **4.1 Raw Water Improvements project**

Discussed under 5.1

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

#### **5.1 Request approval of RWI bid**

Superintendent reviewed a recommendation letter from CDM Smith regarding bids submitted for the Raw Water Improvements project. CD Smith Construction submitted a base bid of \$41,289,000.00 and Staab Construction submitted a base bid of \$43,970,000.00. Base bid included a 60" PCCP intake pipeline installed to a length of 6,500 LF. The Engineer's opinion of the probable construction cost for the base bid was \$43,000,000.00. On review, CDM Smith confirmed that CD Smith Construction was the apparent low bidder and met all bidding requirements. Therefore, CDM Smith recommended CD Smith Construction as the low, responsive, responsible bidder. Note: there is no relationship between CD Smith Construction and CDM Smith Co. Superintendent noted the historical importance of these bids, with the RWI project being the largest Utility project since 1959. Superintendent reviewed alternate bid items for shorter, smaller intake pipelines, along with alternative material of steel rather than PCCP. Commissioner Van De Kreeke made a motion, seconded by Commissioner Howe, to approve the bid from CD Smith Construction for \$41,289,000.00 and to direct the Superintendent to move forward with this historic project to serve the community for the next century. Motion passed unanimously.

#### **5.2 Request approval for purchase of plant heaters**

Superintendent reviewed a proposal submitted by Supervisor Swearingen for two redundant unit heaters in the water treatment plant: one in the UV building and one in the lower alum storage area. Both areas are suffering heating difficulties due to undersized existing heaters. The proposal included turnkey installation by Aldag Honold of two Reznor: a 100,000 BTU unit for the alum storage area and a 60,000 BTU unit for the UV building at a total cost not to exceed \$12,880.00 including stainless steel heat exchangers and venting to maximize lifetime. Commissioner Dale made a motion, seconded by Commissioner Howe, to approve the purchase. Motion passed unanimously.

#### **5.3 Request approval of Bay Lakes agreement for Davis-Bacon project assistance**

Superintendent reviewed a contract for Professional Services from Bay-Lake Regional Planning Commission that had been requested by Utility Accountant Gottsacker. With federal monies involved in both the LSL and RWI funding, there is a need for Davis-Bacon wage monitoring to ensure compliance with all federal requirements. Bay-Lake has performed this service in other projects and could help ease the workload and also provide audit documentation for the Utility on its large upcoming projects. Bay-Lake provided bill-out rates ranging from \$102.86 to \$130.82 per person. Accountant Gottsacker estimated a few hours of work per week during active project times. Commissioner Van De Kreeke made a motion, seconded by Commissioner Dale, to approve the Bay-Lake contract for services going forward. Motion passed unanimously.

#### **5.4 Request write-off of water bills due to bankruptcy or uncollectible**

Superintendent reviewed a listing prepared by Accountant Gottsacker for water bills that cannot be collected due to bankruptcy, beyond statute of limitations on collection, or lack of a responsible party, with a total amount of \$1,517.98. Commissioner Van De Kreeke made a motion, seconded by Commissioner Howe, to approve the write-off of water bills as presented. Motion passed unanimously.

#### **5.5 Request approval of health plan amendment**

Superintendent reviewed amendment #1 prepared by Prairie States to address the recent No-Surprise legislation along with changes in deductibles and co-pays intended to maintain the Utility's health insurance benefits in close accord with benchmarks.

Commissioner Dale made a motion, seconded by Commissioner Van De Kreeke, to approve amendment #1 as presented. Motion passed unanimously.

## **6. PERSONNEL**

### **6.1 Update on Distribution Technician vacancy**

Superintendent advised that a number of applications were received and several of the most qualified candidates have been screened.

### **6.2 Review 2022 wage changes**

The Board members reviewed all wage increases for 2022.

## **7. NEXT MEETING**

7.1 Next meeting will take place on Feb. 21, 2022 at 3:30 PM.

## **8. ADJOURN**

### **8.1 Motion to Adjourn**

At 4:50 PM, Commissioner Dale made a motion, seconded by Commissioner Howe, to adjourn the meeting. Motion passed unanimously.