

BOARD OF WATERWORKS COMMISSIONERS - 3: 30 PM - (Monday, November 15, 2021)Generated by Joe Trueblood on Tuesday, November 16, 2021

Commissioners:

President Gerald Van De Kreeke, Secretary Tom Howe, Member Rich Dale

Staff:

Superintendent Joe Trueblood

1. OPENING OF MEETINGAt 3: 31 PM, President Van De Kreeke opened the meeting.

1.1 Pledge of AllegianceAll present honored the flag of the United States of America.

2. MINUTES

2.1 Approval of minutes from the October 18, 2021 meetingCommissioner Howe made a motion, seconded by Commissioner Dale, to approve the minutes of the October 18, 2021 meeting.

Motion passed unanimously.

3. REPORTS

3.1 Financial reports and approval of vouchersSuperintendent reviewed the reports prepared by Ms. Gottsacker.

Commissioner Dale made a motion, seconded by Commissioner Howe, to approve the financials reports.

Motion passed unanimously.

3.2 Superintendent's report including operations, construction-maintenance, and customer relations/fiscalSuperintendent reviewed the reports prepared by the departmental supervisors.

Commissioner Howe made a motion, seconded by Commissioner Dale, to approve the reports.

Motion passed unanimously.

4. ITEMS PREVIOUSLY HELD OVER FOR DISCUSSION AND POSSIBLE ACTION

4.1 Raw Water Improvements (RWI) project Superintendent noted that approvals were received during the previous week from the Architectural Review Committee and the City Planning Commission.

On late Friday of last week, the project went live for bidding on Quest platform.

The date of the bid opening is January 20, 2022.

Superintendent expects at least one addendum

to go out regarding use of the excavation spoils.

5. ITEMS FOR DISCUSSION AND POSSIBLE ACTION

5.1 Update on water rate case Superintendent reviewed a letter received from WI PSC on the current rate case.

The letter suggested modifications to the submitted figures, including some upward adjustment in revenues and downward adjustment in expenses.

Overall the estimated revenue requirement was about a 7 % increase over estimated revenues.

Superintendent noted this is not the cost of service study, which would now be conducted by WI PSC to determine cost allocations and specific rate increases by category.

5.2 Request approval of bond counsel proposal Superintendent reviewed a proposal from Rebecca Speckhardt of Quarles & Brady regarding bond counsel services for the upcoming Safe Drinking Water loan for the RWI project.

Superintendent noted that

Quarles has done recent bond counsel work for the Utility and the proposal was acceptable to the City Attorney's office.

Commissioner Van De Kreeke made a motion, seconded by Commissioner Howe, to accept the proposal at a cost not to exceed \$43,000.

Motion passed

unanimously.

5.3 Request approval of financial services agreement Superintendent reviewed a proposal from Carol Wirth of WI Public Finance Professionals for financial consulting services related to payoff of \$3.1 M in BAN issued for engineering work early in the project and also for services related to coordination of the Safe Drinking Water loan with existing Utility debt.

Commissioner Van De Kreeke made a motion, seconded by Commissioner Howe, to accept the proposal at a cost not to exceed \$3,300.

Motion passed unanimously.

5.4 Request approval of additional engineering work on river crossing design Superintendent reviewed a change order from AECOM regarding additional engineering work for a proposed water main design crossing the Sheboygan River near the former Garton toy factory site.

On discussion with City Development, a new route was proposed that would cross public ROW on the west side of the river, reducing impact on future development.

This alignment will require an additional soil boring and modification of the water main boring design.

Although not ideal in terms of minimizing pipe beneath the river, the proposed new route does favor more shoreline development.

The change order also includes work on easements needed for the eastern shore area and possibly on the western shore area depending on requirements from the City of Sheboygan.

Commissioner Howe made a motion, seconded by Commissioner Van De Kreeke, to accept the change order at a cost not to exceed \$21,650.

Motion passed unanimously.

5.5 Request approval of annual water treatment chemical contracts Superintendent reviewed a bid tabulation from Supervisor Swearingen.

Competition in the water treatment chemical market is going down as indicated by the small numbers of bidders.

Uncertainty is also going up, as indicated by large cost increases.

The Utility contacted colleagues who had

seen even larger increases within the past few months.

At this point in time, few options exist but to accept these market increases in costs.

For 2023, the Utility will consider possible bidding with a neighboring utility along with possible advantages in owning/operating a tanker truck in order to eliminate difficulties with transportation.

The following recommendations were made for low bid prices:

food-grade alum at \$363.00 per dry ton from Chemtrade;

fluoride at \$2,782.00 per dry ton from Hawkins;

sodium hypochlorite at \$1.48 per gallon from Hawkins;

and phosphate at \$5.84 per gallon from Hawkins.

These prices were increases ranging from 19 % to 116 % over last year.

Commissioner Dale made a motion, seconded by Commissioner Howe, to accept the low bid recommendations.

Motion passed unanimously.

5.6 Request approval for purchase of backflow prevention devices
Superintendent reviewed a proposal for the purchase of exterior hose bib backflow prevention devices at a cost of \$5,803.02 for 600 units.

Commissioner Van De Kreeke made a motion, seconded by Commissioner Howe, to accept the proposal.

Motion passed unanimously.

5.8 Request approval for purchase of water meters Superintendent reviewed a proposal for the purchase of ten Badger 1 " M 70 water meters with Orion radio systems at a total cost of \$3,559.90.

Motion passed unanimously.

6. PERSONNEL

6.1 Update on Utility Support Specialist vacancy Superintendent advised that advertisement has taken place on Indeed and a number of candidates have been screened.

7. NEXT MEETING

7.1 Next meeting will take place on Monday, December 20, 2021 at 3: 30 PM.

8. ADJOURN

8.1 Motion to Adjourn At 4: 20 PM, Commissioner Howe made a motion to adjourn, seconded by Commissioner Dale.

Motion passed unanimously.