

BOARD OF WATERWORKS COMMISSIONERS - 3: 30 PM - (Monday, January 18, 2021)Generated by Joe Trueblood on Friday, January 22, 2021

1. OPENING OF MEETING

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

2. MINUTES

2.1 Approval of minutes from the December 21, 2020 meetingCommissioner Smith made a motion, seconded by Commissioner Howe, to approve the minutes of the December 21, 2020 meeting.

Motion passed unanimously.

3. REPORTS

3.1 Financial reportsCommissioner Smith made a motion, seconded by Commissioner Howe, to accept the financials as presented.

3.2 Superintendent's report including operations, construction-maintenance, and customer relations/fiscalCommissioner Smith made a motion, seconded by Commissioner Howe, to accept the report as presented.

Motion passed unanimously.

4. ITEMS PREVIOUSLY HELD OVER FOR DISCUSSION AND POSSIBLE ACTIONSuperintendent reviewed the Raw Water Improvements project and stated that he would be addressing a Committee of the Whole meeting later in the evening and giving a presentation.

5. ITEMS FOR DISCUSSION AND POSSIBLE ACTION

5.1 Request approval for annual large meter testing servicesSuperintendent reviewed a proposal from Badger Meter for testing (29) 3 " and 4 " head assemblies along with (4) 6 " head assemblies at a total cost of \$6,075.

Commissioner Van De Kreeke made a motion, seconded by Commissioner Smith to approve the proposal.

Motion carried unanimously.

5.2 Request approval for FEMA/BRIC grant cost share commitment at 26 %Superintendent requested authorization to sign off on a committment letter to FEMA agreeing to a 26 % in-kind match if the Utility's shoreline protection project receives a FEMA/BRIC grant.

Commissioner Smith made a motion, seconded by Commissioner Van De Kreeke, to grant the authorization.

Motion carried unanimously.

5.3 Report on certification of completion for federal Risk and Resiliency reportSuperintendent noted that AECOM had completed the mandated R&R report, which included contributions from Utility staff along with police and fire.

Superintendent had filed the necessary certification of completion with USEPA.

Superintendent stated that the review process was helpful and outlined

some goals for asset management.

5.4 Discuss resumption of water disconnection programSuperintendent noted that WI PSC intends to allow disconnection programs to resume on April 15, 2021, as these have been suspended during the pandemic.

Sheboygan Water Utility has maintained a disconnection program for many years to enforce collection on delinquent accounts.

This also helps reduce delinquent bills going back onto landlords in cases where the account is in the renter's name.

The Utility would propose resuming the program in April but with an increase in the trigger point for disconnection up to \$300 and a reduction in the downpayment for a deferred payment arrangement from 50 % to 25 %.

There was discussion about the extent of delinquent accounts overall and the need that some customers have for assistance with utility bills.

Local resources included the Salvation Army.

The Board members expressed agreement with continuation of the disconnection program and want to see a written draft proposal at the February meeting.

5.5 Request approval of Bell Ave lead service line replacements Superintendent reviewed a summary from Distribution Supervisor McMillan noting that DPW had discovered sanitary sewer issues on Bell Avenue and they plan to move quickly with sewer work there.

Due to the presence of four lead service lines, the Utility cannot have those lines remain in service and seeks plumber proposals for their replacement.

Superintendent stated that internal estimates indicate the project should not exceed the public construction bidding threshold of \$25,000.

Commissioner Smith made a motion, seconded by Commissioner Howe, to move forward with the project and accept the lowest cost responsive bid not to exceed \$25,000.

Motion carried unanimously.

5.6 Request approval of anticipated 2021 water main replacement projects Superintendent reviewed a listing prepared by the Distribution department showing water main projects including

Georgia Avenue from

S. 8 th to S. 14 th Street at a cost of

\$1,243,730 ;

S. 12 th Street Riverdale to Stahl Road upsize to 12 " at \$60,000 ;

and Behrens Parkway transmission main at \$150,000.

On the first project, net cost would be reduced by approximately \$353,680 after

water service line loans and grants are included.

Commissioner Smith made a motion, seconded by Commissioner Howe, to approve the projects.

Motion carried unanimously.

5.7 Request approval of Stonebrook Crossing water main upsize charge Superintendent reviewed a summary from Distribution Supervisor McMillan

for the upsize charge of 2,655 LF of 8 " water main to 16 " water main in the Stonebrook Crossing subdivision in accord with the developer's agreement signed by the Board.

The upsize bid charge came in at \$51.13 per foot, which the Engineering Department determined was reasonable, for a total cost of \$135,743.00.

Commissioner Van De Kreeke made a motion, seconded by Commissioner Smith, to accept and authorize the upsize charge.

Motion carried unanimously.

6. PERSONNELNone

7. NEXT MEETING

7.1 Next meeting will take place on February 15, 2021 at 3: 30 PM.

8. ADJOURN

8.1 Motion to AdjournCommissioner Smith made a motion, seconded by Commissioner Howe, to adjourn the meeting at 4: 20 PM.

Motion carried unanimously.