

VILLAGE OF GRAFTON
BOARD OF PUBLIC WORKS MEETING MINUTES

MAY 14, 2012

The Board of Public Works meeting was called to order at 6:00 p.m. by Richard Rieck.

Members present: Richard Rieck, Sue Meinecke, Pat Murray, and Lisa Harbeck.

Members absent: Edwin Dietrich.

Staff Present: Director of Public Works/Executive Utility Director Dave Murphy, Utility Superintendent Tim Nennig, and Administrative Assistant Melissa Depies.

Others Present: Bill and Sue Hass.

HEAR PERSONS REQUESTING TO BE HEARD

None

MINUTES

Motion by Mr. Murray, seconded by Trustee Meinecke, to approve the April 9, 2012, Board of Public Works meeting minutes. Approved unanimously.

Public Works

Ordinance amending chapter 10.36.030 relating to fifteen minute parking

Motion by Trustee Meinecke, seconded by Trustee Harbeck, to recommend the Village Board approve an ordinance amending Chapter 10.36.030 relating to fifteen minute parking of the Grafton Municipal Code. Approved unanimously.

Leaf and Yard Waste Agreement – Liesener Soils

Director of Public Works/Executive Utility Director Dave Murphy explained that Mr. Helm has worked out an agreement with Liesener Soils to remove all existing leaf compost windrows from the Residential Yard Waste Site as well as chip all wood material one time per year. The Village will receive 70 yards of topsoil and mulch, Liesener will receive the rest of the material.

The 2012 budget has \$8,500 for rental of a tub grinder, of which \$6,125 was spent in January. As a result of this agreement, the Village will not need to rent the tub grinder in the future, saving the Village the cost of grinder rental as well as several hours of labor costs to fill the grinder and maintain the leaf compost.

Motion by Trustee Harbeck, seconded by Mr. Murray, to recommend the Village Board approve Leaf and Yard Waste Agreement with Liesener Soils, Inc., Jackson, WI. Approved unanimously.

Major Projects update

The Board members reviewed the major projects.

Street Reconstruction/Police Department Driveway: Awarded as one project to Advance Construction and anticipated to start June 18.

Sidewalk Replacement Program: Contractor began removing old concrete the week of May 7, and will begin pouring in the new concrete the week of May 14.

Bridge Street Dam Repair: Village has met with the DNR to discuss design options. The discussion included the 500-year flows, silt release from the impoundment, and the nominal flow for draw down of the reservoir.

Ozaukee County Fish Passage Project – Mole Creek and County Highway O: While removing the old metal culvert across County Highway O the contractor ran into the old box culvert which requires additional work to remove the concrete. This resulted in a considerable change order for the county as well as extending the project completion date to the middle to end of June.

Gauthier Biomedical Building: Gauthier is anticipating approval of a TEA grant on or about May 18, no work will begin prior to this approval. One lane of traffic in each direction will be maintained once work commences. This work is anticipated to take approximately 5 weeks.

Report of benchmark measurements-DPW

The Board reviewed the benchmark report with no comments or questions.

Director of Public Works/Executive Utility Director Dave Murphy stated that he is working on purchasing a new laptop, notebook, and software for the tree inventory and sign inventory programs. The hardware and software will be purchased with funds from the tree grant.

Water & Wastewater

Consumer Confidence Report water quality annual report

Utility Superintendent Tim Nennig explained that since 1999 the EPA requires all public water systems to prepare and distribute a Consumer Confidence Report prior to July 1, of each year.

The report describes the Village's water supply and quality of water being delivered to our customers. It provides information on contaminants that we are required to monitor, where those contaminants originate from, and what the concentration level is of the contaminants. Maximum concentration values are also provided along with the full range of values reported.

Mr. Nennig stated that the Village has received a waiver from the DNR from printing and mailing this document to all customers. The report is posted on the Village web site and is available for pick up by all residents in all Village buildings. A notice of the report will be published in the News Graphic and well as a statement on the next quarterly water bill.

Second quarter 2012 Safe Drinking Water Act compliance results

Utility Superintendent Tim Nennig reported that samples were collected from all six active well sites. There were exceedances for trichloroethylene and trichloroethylene at Well 4 and dichloroethylene at Well 5. These exceedances were found in the raw water samples only, the treated water tested well below the maximum contaminate levels.

Trichloroethylene remains below detection limits at Well 6, however if this well does climb above the maximum contaminate levels it may trigger additional enforcements or actions by the DNR.

Utility projects update

The Board members reviewed the Utility projects.

Ultraviolet Light Disinfection Project: The system is now in operation; however, there are several project completion issues that remain pending before a project close-out can occur. All hazardous chemicals previously used have been removed from the plant.

Utility Vehicle/Storage Facility: Construction bidding and construction are anticipated to begin in 2012. The project has been delayed due to issues effecting the site plan and layout including: an investigation of sanitary sewer interceptor capacity entering the plant, evaluation of plant headworks flow conveyance concerns and the design of a septage receiving station adjacent to the new garage location. Utility staff is currently reviewing the site plans and existing buildings relative to enhancements to the security measures as part of the project. Staff comments and recommendations are expected by the end of this week. Mr. Murphy stated that they are hoping to have the Plan Commission review these plans at the May 22 meeting.

Tower No. 2 Renovation Project: Approval for contract maintenance has been approved and tower work is anticipated to begin the week of June 11. US Cellular and Sprint both have equipment that will need to be temporarily relocated during tower maintenance.

Water System Leak Detection Survey: M.E. Simpson completed the water system leak detection project in mid May. Roughly 55-60 miles of water main and services were surveyed and two water main leaks were detected and two service leaks were detected. Utility and DPW crews have made repairs to one water main and one service leak to date.

Septage Receiving Facility Design: Donohue & Associates was contracted to complete design, bidding and construction services for an automated septage receiving station. Donohue is currently waiting for field survey data from Kueny Architects before finalizing

the report on the headworks hydraulic issues and solution options. The automated system will allow a hauler additional access to the station.

Trustee Harbeck questioned if Staff anticipated issues with trucks coming in late at night as there are residential homes nearby and did not want to create noise complaints. Mr. Nennig responded that hauler dumping generally ceases in the late afternoon; early morning traffic would be more of a concern. This will need to be monitored and addressed as issues arise. Mr. Murphy commented that back up alarms will be the only noise that would be generated and the facility is being designed so trucks will be able to drive in and out without the need to backup. The gate system will be similar to the one at the Residential Yard Waste Site so the hours can be restricted, if necessary.

Utility budget dashboard measurements update

No comments or discussion.

Utility Superintendent Tim Nennig commented that the water demand has seen a huge reduction over the last several years as our big users - manufacturing, are now gone.

Utility Superintendent Tim Nennig stated that letters have been sent to the top 50 water users regarding the change in policy for no sewer credit during summer months. The letters explained the various options residents would have, such as installing a deduct meter to meter the outside water usage. Since the time of mailing, only three meters have been installed.

Report of benchmark measurements-Utility

Utility Superintendent Tim Nennig highlighted the Utility benchmark goals and accomplishments.

OLD BUSINESS

None

NEW BUSINESS

Director of Public Works/Executive Utility Director Dave Murphy questioned if the Board would entertain the idea of changing the No Shut-Off Policy. He explained that the Village has a history of approximately \$126,000 of uncollected water bills each year, even though this amount is placed on the tax bill it is time consuming for the Finance Department. Staff has been working with property owners (landlords) and this amount has been slightly reduced (\$110,000 in 2010 and \$90,000 in 2011); however, unpaid bills remain a problem. Having a policy that allows us to shut the water off for unpaid bills and charging a fee to reconnect the service would eliminate the need to put unpaid amounts onto the tax bill.

It was the consensus of this Board that they do not want to change the policy at this time.

ADJOURN

Motion by Trustee Harbeck, seconded by Mr. Murray, to adjourn the meeting at 6:53 p.m. Approved unanimously.