

VILLAGE OF GRAFTON

BOARD OF PUBLIC WORKS MEETING MINUTES

SEPTEMBER 9, 2013

The Board of Public Works meeting was called to order at 6:03 p.m. by Administrative Assistant Melissa Depies.

Motion by Trustee Harbeck, seconded by Trustee Meinecke, to elect Pat Murray as chairman pro-tem. Approved unanimously.

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

Members absent: Edwin Dietrich and Richard Rieck.

Staff Present: Director of Public Works/Village Engineer Dave Murphy, Utility Director Tom Krueger, Superintendent of Public Works Gary Helm, Utility Superintendent Tim Nennig, and Administrative Assistant Melissa Depies.

HEAR PERSONS REQUESTING TO BE HEARD

None

MINUTES

Motion by Trustee Meinecke, seconded by Trustee Harbeck, to approve the August 19, 2013, Board of Public Works meeting minutes. Approved unanimously.

Water & Wastewater

Well 6 rehabilitation proposals

Utility Superintendent Tim Nennig stated that the DNR recommends that municipal well pumping equipment be inspected and rehabilitated every 8 to 10 years. The last time Well 6 was pulled for inspection/rehabilitation was in 2000. At that time the Utility re-used a lot of the old equipment, therefore much of the equipment is well over 25 years old.

Mr. Nennig stated that there are five key objectives to this rehab work:

1. Maintain or slightly increase existing well pump production and not negatively impact raw water background VOC contamination.
2. Increase the well's specific capacity by 15 to 20 percent.
3. Rehab of well drill hole without negatively impacting raw water quality characteristics.
4. Replace problematic Cutler-Hammer soft start motor starter with an energy saving variable frequency drive.
5. Replace existing energy-consumptive, compressed air, level sensing equipment with energy saving submerged pressure transducer.

Mr. Nennig reported that this project has a lot of energy savings repairs included for Well 6.

The project also includes replacement of 12 ten foot sections of 8 inch column pipe. Column pipe is the pipe that brings the water up from down below; this pipe is also over 25 years old.

Three bids were solicited, however only two bids were received:

Municipal Well & Pump, Waupun, WI	\$46,184.00
Water Well Solutions, Oconomowoc, WI	\$69,339.65
CTW Corporation, Baraboo, WI	No bid submitted

Mr. Nennig stated that he was comfortable with the bid submitted by Municipal Well & Pump. Past experience with this company has been favorable and he is confident that all aspects of the specifications were taken into consideration at the time of bid.

The base bid for this project is \$46,184 which is \$31,736 below the 2013 budgeted amount of \$77,920. Therefore Mr. Nennig recommended that the carbon steel line shaft be replaced with stainless steel (\$2,518) which will increase life expectancy. He also requested to replace all 20 sections of column pipe rather than reusing eight of the old sections (\$2,870). The equipment and preparation time for these changes will not exceed \$498.

The couplings are the last item to be considered. The bid included replacement of five combination couplings and makes the assumption that the remaining 16 couplings can be reused. Mr. Nennig stated that the cost to replace all couplings, so everything under ground is brand new, is an additional \$5,056.

Mr. Nennig stated that the base bid plus all upgrades total \$57,126 which is still \$12,200 below the bid received from Water Well Solutions and approximately \$21,000 below the budgeted amount.

Mr. Nennig reported that the anticipated start date for the project is October 7, 2013 with a completion date of December 1, 2013.

It was the consensus of the Board to accept all upgrades as recommended and explained by Mr. Nennig.

Motion by Trustee Meinecke, seconded by Trustee Harbeck, to recommend the Village Board accept the proposal from Municipal Well & Pump, Waupun, WI for well pumping equipment and drill hole rehabilitation at Well #6; per revised project pricing, for a not to exceed cost of \$57,126. Motion carried.

Review 2014 proposed Utility budget

Utility Director Tom Krueger explained that he has been working with Larry Roy for the 2014 budget development.

Mr. Krueger stated that the operating figures for both water and sewer are not yet final; however final numbers should be close to what is estimated in the spreadsheet. The budget revenues do not include the effect of the proposed rate increase, which should be approximately 8.5 percent to 9.5 percent, or the impact of the elimination of the summer sewer

credit. The effect of this credit elimination will be incorporated into the budget after the September 30 billing statements are calculated.

Mr. Krueger highlighted the 2014 proposed projects:

- Ninth Avenue Lift Station: A 40+ year old, below ground, lift station will be replaced with a submersible-pump lift station. The new facility will feature an emergency generator and controls housed inside a utility building.
- Primary Sludge Replacement Pump-Primary Clarifier 1: One of two 30+ year old, primary-sludge diaphragm pumps will be replaced with a more powerful pump with an improved design. The pump that moves primary sludge from Primary Clarifier 1 pulls the sludge over a greater distance than the Primary Clarifier 2 sludge pump.
- Final Clarifier #2 Rehabilitation: Complete rehabilitation of a second 30+ year old final clarifier.
- Sludge Thickener Replacement Pumps: Replace the existing Moyno progressive-cavity pumps with more efficient and easier to maintain Boerger lobe pumps.
- Water and sewer main will be replaced in Rose Street between First Avenue and Fifth Avenue in conjunction with the DPW pavement replacement program.
- Sewer main replacement in Third Avenue between Washington Street and Spring Street and Fourth Avenue between Spring Street and Rose Street.
- Water main replacement in 16th Avenue from Willow Court to the intersection of 16th Avenue and North Pine Street

Mr. Krueger stated that the Capital budget includes just over \$2.8 million, which is much higher than a typical capital improvement budget year. However over \$1 million is being carried over from 2013 for the garage/septage receiving facilities building project. Mr. Murphy believed that the \$1 million carryover estimate may be a bit higher than needed. It was his opinion that many of the bills for the project will be submitted and paid prior to the end of the year. His recommendation was to carry over only \$500,000. Mr. Krueger stated he would review all current pay estimates and project timeline and make adjustments if necessary.

Mr. Murphy suggested that 13th Avenue by Veterans Memorial Park be considered for future sewer and water laterals replacement work as this road needs to be repaved. It could be considered a TID No. 2 project.

Utility Projects update

Final Clarifier 1 Rehabilitation: Work is in progress and project is moving along quickly.

Report of benchmark measurements-Utility

The board reviewed the benchmark report without any questions or comments.

Utility Superintendent Tim Nennig stated:

- Field personnel will be starting the Third Quarter residential meter readings on September 12.
- Fire hydrants will be flushed following the meter readings and will take approximately three weeks to complete.

- Utility staff has installed a total of 34 new water meters; of those 34 only 18 were deduct meters. This equates to less than 1 percent of our customers having a deduct meter.
- There has only been one water main break and zero sewer mainline backups.

Report of budget dashboard measurements-Utility

No dashboard information was provided.

Public Works

Review 2014 proposed Public Works budget

Director of Public Works/Village Engineer Dave Murphy stated that the street project for 2014 is Rose Street from First Avenue to Fifth Avenue and Fourth Avenue from Rose Street to Spring Street. The engineering department will work with the Utility for surveying and designing all projects together. If all projects are bid as one large project, we may get better pricing.

Mr. Murphy highlighted what equipment purchases are proposed for 2014: an aerial lift truck, a four-wheel drive pickup truck, a tree stumper (shared with Port Washington and Cedarburg), salt distributor for the articulating tractor (to salt sidewalks), and an auger attachment for the skid loader.

Mr. Murphy stated that there is no increase calculated for 2014 for the garbage and recycling contract. This would be the second and final year of the rate freeze.

Trustee Meinecke noted that the salaries and wages line were the same for 2013 and 2014 and wondered why no raises were figured in. Mr. Murphy explained that any unapproved raise is budgeted for in a contingency account. The proposed budget does not include raises for any employee unless they are known, meaning union scale or quartile increase.

Superintendent of Public Works Gary Helm stated that Fourth Avenue is pretty bad all the way to Washington Street. It was his opinion that the project should not end at Spring Street as proposed.

Utility Superintendent Tim Nennig noted that the buildings budget has a dollar amount budgeted for Security System Repairs. He questioned if that is a line item the Utility should consider adding to their budget. Mr. Murphy responded, yes.

Mr. Murphy explained that the snow and ice control budget increased due to the cost per ton of salt increasing and the amount of salt needed has increased due to the level of salt in the storage dome.

Mr. Murphy highlighted that the Village is proposing to purchase a new chemical injector for use on Ash trees in the fight against the Emerald Ash Borer. The new equipment is approximately \$900. The advantage of this new chemical is that it can be injected into the tree anytime between April and August, where the chemical previously used could only be injected in late April/early May.

Mr. Murphy also noted that the storm water management budget has increased due to the need to hire outside consultants to meet the DNR requirements of the storm water permit.

Major projects update

Bridge Street Dam Repair: Cofferdams are complete. The footings for the west abutment have been placed and the new wall is being formed and installed.

Port Washington Road Urbanization Project – South: Underground utility and road work is complete. Curb and gutter is being installed. Waiting for We Energies to remove the overhead lines.

Report of benchmark measurements-Public Works

The benchmarks were not available.

OLD BUSINESS

None

NEW BUSINESS

Director of Public Works/Village Engineer Dave Murphy indicated that Mr. Krueger will be retiring at the end of 2013 and there are several employees stepping up to fill the vacancy. He would encourage the Finance Committee and the Village Board to consider and support additional compensation for these employees.

Utility Director Tom Krueger indicated that he is currently working on revised job descriptions to include additional responsibilities, however since transition remains ongoing and not everything has been figured out, complete descriptions have not been finalized.

Mr. Murphy stated that in 2013 new survey equipment and a GPS unit was to be budgeted for. The Utility budgeted for their share of the equipment, however Public Works failed to do so. Mr. Murphy noted that the Street Improvement Project was approximately \$30,000 under the budgeted amount, therefore he requested to use those funds to purchase the GPS system. It was the consensus of the board that this money could be used for such a purchase. This equipment is used for surveying and designing the road projects. This will be brought to the committee for review and recommendation in October.

ADJOURN

Motion by Trustee Meinecke, seconded by Trustee Harbeck, to adjourn the meeting at 6:51 p.m. Motion carried.