

VILLAGE OF GRAFTON

BOARD OF PUBLIC WORKS MEETING MINUTES

JUNE 9, 2014

The Board of Public Works members met for a tour of the new Water and Wastewater Facility and other various village projects.

Board members present for the tour: Trustee Sue Meinecke, Trustee Lisa Harbeck, Trustee Dave Antoine, and Pat Murray.

Staff present for the tour: Director of Public Works/Village Engineer Dave Murphy, Superintendent of Public Works Gary Helm, Utility Superintendent Tim Nennig, and Administrative Assistant Melissa Depies.

The first stop on the tour was the Grafton Water and Wastewater Storage Building and Septage Receiving Station. Utility Superintendent Tim Nennig showed the new garage which includes a storage room, meter testing shop, and water testing area. The septage receive station is a fully automated system which allows sludge haulers to dump their sludge and provides the Village with a much more accurate weight for billing purposes. The Utility has received many positive comments on the new receiving station.

Board members then viewed the Bridge Street dam project. The dam project is substantially complete, there is some minor landscaping that remains to be done and some railings need to be added by the steps and walkways.

Board members were then taken past the Street Improvement Project areas. Mr. Murphy stated that Ninth Avenue was originally scheduled for 2015; however, the project is being pushed to 2016 due to the reconstruction of Falls Road. Seventh Avenue is also slated for 2016. The 2014 project includes full sanitary sewer, water main, storm sewer, and curb and gutter improvements on Rose Street. Fourth Avenue will be receiving sanitary sewer and water main as well as all new curb and gutter improvements.

The tour ended and the regular Board of Public Works meeting was called to order at 6:52 p.m. by Chair Sue Meinecke.

Board members present: Trustee Sue Meinecke, Trustee Lisa Harbeck, Trustee Dave Antoine, and Pat Murray.

Board members excused: Les Blum.

Staff present: Director of Public Works/Village Engineer Dave Murphy, Utility Superintendent Tim Nennig, Utility Program Coordinator Larry Roy, and Administrative Assistant Melissa Depies.

Others present: Utility Service Company representative Mike Trombly, and Bill Hass.

HEAR PERSONS REQUESTING TO BE HEARD

None

MINUTES

Motion by Mr. Murray, seconded by Trustee Antoine, to approve the May 12, 2014, Board of Public Works meeting minutes. Motion carried.

Trustee Antoine noted that there is a spelling error in the last paragraph, page 1. "There was discussion on why the building was brick versus the split fact block" should say "... split face block."

Award Contract Tower 3 Maintenance Agreement

Due to the cost, detailed information, and importance of this item, Utility Program Coordinator Larry Roy requested to read the Item for Consideration rather than summarize the information to ensure that all information is received by the Board members.

Mike Trombly, Utility Service Company, stated that his company has been doing full service maintenance contracts similar to this one for over 25 years. They have been doing regular tower maintenance for over 50 years and have worked with the Village for tower maintenance and repairs for towers 1 and 2.

Trustee Harbeck questioned if the mixer system could be added or if that is what is being recommended. Mr. Roy replied that he is definitely recommending including the mixer system. Mr. Trombly stated that adding the mixer system to the contract will not drive up the cost to terribly.

There was a short discussion regarding how ice affects the tanks and wells and why the mixer system was so important.

Trustee Meinecke questioned if the motion needed to include how many years the maintenance contract should be for. Mr. Murphy responded that the motion would approve a long term maintenance contract with the option to cancel after 4 or 5 years.

Motion by Trustee Harbeck, seconded by Mr. Murray, to recommend the Village Board authorize the Village to enter into a 14 year maintenance contract with Utility Service Company, Perry, Georgia, for Tower #3 that includes major renovations and annual maintenance not to exceed \$687,486 with the initial contract years, not to exceed \$83,198. Motion carried.

PUBLIC WORKS

Bridge Street Dam Change Order 3

Director of Public Works/Village Engineer Dave Murphy stated this is the last change order for the Bridge Street dam project. The change order finalizes all additional work done to complete the project. The original contract price was \$1,093,415 and with all change orders, including this change order, the final project cost is \$1,205,224.47.

Trustee Harbeck questioned if the grant monies would be received in July since all project costs are in. Mr. Murphy responded that the Village probably will not receive the grant money until October or November. The DNR will not release any funds until all expenses have been paid and they have a chance to review them.

Motion by Trustee Harbeck, seconded by Trustee Antoine, to recommend the Village Board approve Bridge Street dam Change Order #3 to the Construction Contract for Staab Construction Company for a total cost of \$21,988. Motion passed 3-1 (Meinecke–nay).

Major projects update

Street Reconstruction: At the June 2 Village Board meeting, the Village Board awarded Rose Street and Fourth Avenue of the re-bid project to PTS Contractors, and rejected Third Avenue and Yuma Court. There is a preconstruction meeting scheduled for June 18. The project should start in late June.

Bridge Street Dam Lighting: Trustee Meinecke questioned the status of the photometric information. Mr. Murphy replied that he has received no further information on this project.

Report of benchmark measurements-Department of Public Works

The benchmark report was reviewed.

Crack Sealing: This project is almost complete however the square footage has not yet been calculated.

Mr. Murphy stated that Public Works crews are slightly behind on street repairs due to the cold and wet weather.

WATER & WASTEWATER

Award Contract Rehabilitation of Primary Clarifier #1

Utility Program Coordinator Larry Roy stated that the clarifier project will be an on-going project to get all clarifier equipment refurbished. Rehabilitation of Final Clarifier 1 occurred in 2013, Primary Clarifier 1 is scheduled and budgeted for in 2014, Final Clarifier 2 is proposed for refurbishing in 2015 and Primary Clarifier 2 in 2016.

Proposed work consists of removing all of the steel and mechanical components and transporting them off-site for refurbishing. The work includes:

- Abrasive blasting the steel to a SSPC-SP-10 near white finish
- Finishing all of the steel with an epoxy coating
- Overhaul the gear box and turntable
- Reinstallation with new stainless steel hardware, turnbuckles, surface skimmer, chain guard, rubber seals, squeegees, and new gear motor
- Auger/clean the sludge transmission line between the clarifier and the primary sludge pump
- Final adjustments, inspections, and start-up

Motion by Mr. Murray, seconded by Trustee Antoine, to recommend the Village Board approve the contract for the Primary Clarifier #1 Rehabilitation project to Crane Engineering, Kimberly, WI in the amount of \$65,980. Motion carried.

Award Contract Sludge Thickener Replacement Pumps

Utility Program Coordinator Larry Roy explained that the Utility has three sludge thickener pumps that have been in continuous service since 2002 and are beyond accepted service life. The existing pumps are Moyno progressive cavity pumps which have been found to have maintenance issues and are very expensive to repair. Staff is recommending that the pumps be replaced with rotary lobe pumps which are a better pump for the sludge pumping applications. The rotary lobe pumps are also easier and less costly to maintain.

Trustee Meinecke questioned the range in the bids received and why the Utility budgeted \$70,000 for this project. Mr. Roy responded that the Utility contacted Mulcahy Shaw Water to obtain a budget number, they were the highest bidder at \$69,399.

Motion by Trustee Antoine, seconded by Mr. Murray, to recommend the Village Board award the Sludge Thickener Replacement Pumps project to L.W. Allen, Madison, WI in the amount of \$39,943. Motion carried.

2013 Consumer Confidence Report

Utility Superintendent Tim Nennig explained that the Utility is required to prepare and provide customers a copy of a Consumer Confidence Report. The report is the annual statement describing the Grafton water supply and the quality of water that is being provided based on the current safe drinking water standards as established by the EPA.

The report indicates that the Village had no water quality violations and the drinking water continues to meet or exceed all Federal and State requirements.

Mr. Nennig reported a number of copies are available for public review or pickup at all municipal buildings. The report is also posted on the Village website.

Mr. Nennig noted that there are certain requirements of what must be in the report; however, each community is allowed to customize the report. Therefore, each community's report will look and read differently. Grafton's report has recently been updated to include a highlighted section on Water Pumpage and Quality information.

2013 Compliance Maintenance Annual Report

Utility Superintendent Tim Nennig stated that this is the annual report card on wastewater operations for the year 2013. Grafton received an excellent review once again, ranking 4.0 on a scale of 0 to 4. This point total places Grafton into a voluntary or no action required range.

Mr. Nennig explained that the final section of the report covers Collection System Operations in which the Utility received a letter grade of "A" in this category as well. On August 1, 2013 a new rule requiring a written Capacity, Management, Operation and Maintenance Program (CMOM) be developed and implemented by August 1, 2016 was put into effect. Utility staff will be working toward this goal.

As required by Chapter NR208, a resolution of acceptance by the Village Board is required.

Motion by Mr. Murray, seconded by Trustee Antoine, to recommend the Village Board adopt a resolution to accept the 2013 Compliance Maintenance Annual Report and submit the report electronically to the DNR as required. Motion carried.

Utility projects update:

The Utility projects report was reviewed.

Ninth Avenue Lift Station Replacement: Contract has been awarded; contract documents have been executed by the contractor and are at the Attorney's office for review.

Annual Water System Valve Exercising/Water System Leak Survey: M.E. Simpson Company began the project on June 9. It is anticipated to take three weeks to complete both projects.

Report of benchmark measurements-Utility

The benchmark report was reviewed.

Utility Superintendent Tim Nennig reported that residential meter readings will begin on June 16. Over 4,400 residential meters will be read.

AMR Meter Installs and/or Upgrades: As a result of extra efforts to contact water customers, Utility staff has completed more than twice as many AMR meter installs or upgrades compared to this time in 2013.

Cross Connection Control Inspections: Staff has surpassed the benchmark goal completing significantly more inspections compared to the same time frame in 2013.

Sewer Mainline Backups: Utility staff has responded to two sanitary sewer main backups in 2014. The last mainline backup dates back to 2010.

OLD BUSINESS

Trustee Meinecke questioned if internet connection/speed has improved since the upgrade. Mr. Murphy responded that the Utility upgrade is complete; however, the Municipal Services Facility is not. Mr. Nennig stated that the signal strength has seemed to improve; however, connection continues to bounce in and out.

NEW BUSINESS

None

ADJOURN

Motion by Trustee Harbeck, seconded by Mr. Murray, to adjourn the meeting at 7:42 p.m. Motion carried.