

**VILLAGE OF GRAFTON**  
**BOARD OF PUBLIC WORKS MEETING MINUTES**

**FEBRUARY 9, 2015**

The Board of Public Works meeting was called to order at 6:00 p.m. by Chair Sue Meinecke.

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

Staff present: Director of Public Works/Village Engineer Dave Murphy, 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 Antoine, seconded by Trustee Harbeck, to approve the January 12, 2015 Falls Road Public Information amended meeting minutes and the January 12, 2015, Board of Public Works meeting minutes. Motion carried.

Mr. Blum noted that on page 2 of the Falls Road Public Informational meeting minutes item 2 says "...that the intersection will remain as it, the..." it should read "...that the intersection will remain as is, the..."

**PUBLIC WORKS**

Ordinance amending section 10.40.202 / Other weight limits

Director of Public Works/Village Engineer Dave Murphy explained that this ordinance will create a weight limit for Falls Road from Port Washington Road to South Green Bay Road as well as Cheyenne Avenue from Seminole Street to Falls Road and 17th Avenue from Washington Street to the southern Village limits. This is being done to protect the life of the road once it is improved.

Mr. Murphy explained that in the process of updating the code it was discovered that Sixth, Seventh, Eighth, Ninth, and 11th Avenues are posted however were not included in the code. Therefore those roads are also included on the ordinance.

Mr. Blum noted that Falls Road was missing from the proposed ordinance language.

Motion by Mr. Blum, seconded by Mr. Murray, to recommend the Village Board adopt an ordinance amending Section 10.40.202 / Other Weight Limits as presented and corrected to include Falls Road. Motion carried.

Ordinance amending section 10.36.101 / No parking at any time

Director of Public Works/Village Engineer Dave Murphy explained that many people are parking at the south end of the Chateau Court cul-de-sac which is causing problems for our staff as well as the garbage/recycling drivers to maneuver the trucks around the court in a safe and efficient manner.

Motion by Trustee Antoine, seconded by Mr. Blum, to recommend the Village Board adopt an ordinance amending Section 10.36.010 / No Parking at Any Time on Chateau Court. Motion carried.

2014 Annual Report

Director of Public Works/Village Engineer Dave Murphy explained that this report is done annually and summarizes some of the activities that are done by the department.

Trustee Antoine questioned why the tonnage of street sweepings would drop from the 205 tons collected in 2013 to 154 tons in 2014. Superintendent of Public Works Gary Helm explained that weather plays a big role in street sweeping. The temperatures dropped very early in fall of 2014 therefore crews were not able to stay out as long as usual.

Trustee Antoine questioned where the signage numbers were generated from. Mr. Murphy replied that logo street name signs are usually a result of new subdivisions, new traffic signs are from new ordinances similar to the no parking and weight limits ordinances just passed. Mr. Helm noted that replacing existing signs is typically a result of reflectivity issues or knockdowns.

Trustee Harbeck questioned who Fehr Graham was. Mr. Helm stated that they are the firm that keeps the Village current with safety training. They will be testing all the equipment for noise decibels to determine what type of hearing protection is best for the crew.

Mr. Blum questioned the total hours worked compared to hours charged to program areas. He noted that total hours worked totaled 20,461 however hours charged to program area totaled 24,333. Ms. Depies explained that the difference is a result of compensatory time off, PTO, and Overtime hours charged.

Mr. Blum also noted that the Department of Public Works report shows Mr. Murphy working 100 percent in Public Works and the Utility report shows Mr. Murphy working 25 percent for the Utility, therefore the Public Works report needs to be corrected.

Report of benchmark measurements - Department of Public Works

The benchmark report was reviewed with no comments or questions.

**WATER & WASTEWATER**

CMOM Program Development Proposal consideration

Utility Superintendent Tim Nennig stated that CMOM stands for Capacity, Management, Operation and Maintenance. The DNR is requiring all publicly owned collection system owners and operators to develop and implement a CMOM program by August 1, 2016.

A CMOM program is a comprehensive management tool that owners and operators of collection systems will utilize to operate, maintain and manage their collection systems. It will: 1) Assure that a collection system is properly managed, operated and maintained; 2) Assure the system has adequate hydraulic capacity to convey peak flows; 3) Mitigate the impact of sanitary sewer overflows on waters of the state, the environment and public health; and 4) reduce infiltration and inflow, eliminate sanitary sewer overflows, and eliminate basement backups.

The Utility has identified numerous areas of collection system operation and maintenance which will need to be properly addressed in order to comply with the requirements of the SSO Rule (sanitary sewer overflows) as it relates to CMOM program development: 1) Investigate a potential funding mechanism for property owners wishing to replace private sewer laterals from the street to the home; 2) Develop a Village wide food, oil and grease program; enact enforceable Village Code ordinance language detailing specifics of the program including periodic inspections; 3) Review and update the Village's Sewer Use Ordinance language and associated legal authority and enforcement actions; and 4) Investigate ways to increase annual sewer cleaning and televising efforts; increase efforts with sewer main and manhole repair or replacement.

Mr. Nennig stated that he is initiating this work in 2015 so there is sufficient time to develop and initiate the program by the August 1, 2016 deadline.

Field activity benchmarking; as it relates to collection system operation and maintenance, will become a performance measurement integrated into every community's CMOM program. This will provide a common, baseline comparison of operation and maintenance activity levels across all public collection system owners and operators.

The Utility has budgeted \$35,000.00 in 2015 for professional service assistance with the development of a CMOM written program.

Mr. Nennig stated that requests for proposals were requested from select engineering firms who currently focus on CMOM program development. Proposals were received from:

Strand Associates, Inc. – Milwaukee, WI	\$31,065.00
Ruekert & Mielke, Inc. – Waukesha, WI	\$31,800.00
Superior Engineering, LLC – Muskego, WI	\$34,920.00

After reviewing the proposals received, it is the Utility's recommendation to award the CMOM program development contract to Strand Associates, Inc. This decision was based equally upon firm and personnel qualifications and proposal cost.

Andrew Craven will serve as the Project Manager and CMOM Engineer. Craven has 28 years of wastewater collection system conveyance, treatment and improvement experience. CMOM is an area of Craven's professional expertise. He has served on the State of WI SSO and CMOM technical advisory committees and was instrumental in regulation development.

Mr. Nennig noted that Strand identified a cost of \$2,415 for attending a future Board of Public Works or Village Board meeting to make a presentation on the CMOM program when it is finalized. Mr. Nennig believes he can make this presentation, therefore he recommended removing that cost from the contract.

Mr. Nennig also noted that the CMOM program will identify weaknesses in the system which could result in additional capital projects and/or staff.

Motion by Mr. Blum, seconded by Mr. Murray, to recommend the Village Board award the Capacity, Management, Operation and Maintenance (CMOM) program development contract to Strand Associates, Inc., Milwaukee, WI for \$31,065 removing the Board meeting presentation for \$2,415; for a contract price of \$28,650. Approved unanimously.

#### 2014 Utility Annual Report

Utility Superintendent Tim Nennig highlighted the Utility Annual report in detail.

Mr. Blum questioned if the new phosphorus regulations were going to be an issue for the Utility. Mr. Murphy and Mr. Nennig indicated that it appears that the DNR will allow municipalities to work with designated groups that will fund larger projects that will result in higher levels of phosphorus removals.

#### Wastewater Treatment Plant Biosolids Hauling and Disposal Update

Utility Superintendent Tim Nennig explained that last year there was the potential for Grafton to haul the sludge to one of the MMSD receiving stations and discharge directly into the MMSD collection system. This would have provided a cost savings of approximately \$25,000 per year or 25 to 30 percent reduction in the annual sludge disposal budget. However both the DNR and MMSD rejected the proposal.

The Utility was under contract with Schwind Trucking for sludge disposal. However in July of 2014 Schwind Trucking was bought out by Badger State Waste. Badger State has been hauling for the Village since that time. A 5-year sludge hauling and disposal contract with Badger State Waste LLC was started January 2015.

Badger State Waste is currently hauling all of Grafton's sludge to the Martin Biese sludge storage facility in New Holstein, WI for the same rate per gallon as our former sludge disposal company Schwind Trucking.

Mr. Nennig explained the status of possible new sludge storage tank and land applications sites involving the Utility, Badger State Waste and various regulatory agencies:

#### Marvin Rate Tank

- The Marvin Rate sludge storage tank in the Town of Addison is currently awaiting final DNR approvals. A structural inspection and certification is currently pending.
- The Town has approved the 520,000 gallon tank for storage of Grafton's municipal sludge and Badger has negotiated a lease agreement with owner Marvin Rate.
- Additional acreage in close proximity to the Rate storage tank is currently being sought for land application use.
- Obtaining DNR approved land application sites in close proximity to the Rate tank would be much more cost effective than trucking the sludge back to the Grafton area for disposal on currently approved fields.
- Hauling to the Rate tank will save the Utility \$0.01 per gallon; or about \$60.00 per truck load which equates to a 15 to 20 percent cost savings per load.

#### Donald Burhop Farm

- A total of 55 acres at the Donald and Shirley Burhop farm located off County Highway C and Falls Road in the Town of Grafton has also received DNR approval for land application of Grafton's municipal sludge.
- The approved fields will likely be planted with corn in early spring so availability of the approved acreage for land application will not likely occur until sometime early next fall.
- No restrictions were found within the Town of Grafton's Ordinances regarding land application of municipal wastewater sludge.
- A copy of the DNR approval package for land application of municipal sludge on approved acreage of the Burhop farm has been sent to the Town of Grafton Clerk and Planner, Amanda Schaefer.

#### Century Acres Farm

- In 2014, Badger land applied Grafton's sludge on 55 acres of DNR approved land at Century Acres Farm in the Town of Saukville from mid-September thru late October.

- About 102,000 gallons of Grafton's sludge were applied to the Century Acres fields. Net result was a cost savings of \$1,525 in 2014 versus hauling the sludge to the Biese storage tank in New Holstein.
- All DNR and Town Board approvals are on file.
- The owners have indicated that they would like to pursue DNR approval on additional acreage at Century Acres Farm. Another 60 to 70 acres is being evaluated.
- It appears that our opportunity get some sludge out on the Century Acres fields this spring is unlikely unless we have an unusually early and dry spring.
- Badger would like to use much of the acreage later this upcoming summer after the wheat and other grain crops have been harvested.

Mr. Nennig stated that Badger State Waste has been very helpful in finding closer areas for Grafton to dispose of their sludge. The contracts for disposal are between the farmers and Badger State, not with the Village. However the agreement for use of the storage tank in Allenton is between the owner and the Village. The storage tank is for the sole use of the Village of Grafton.

It was also noted that Badger State Waste was one of the contractors authorized to dump with MMSD. If that option would ever become available, the Village would be ready.

#### Utility projects update

Utility Superintendent Tim Nennig stated that the 2015 projects are just beginning.

*Water System Master Plan Update:* The primary purpose for this update is to evaluate the Village's water distribution systems current and future needs, identify any system deficiencies and offer corrective actions, identify capital improvements necessary and also update the system's computer modeling.

*16th Avenue Water & Sewer Main Replacement:* This project is being bid with Falls Road improvements. Mr. Murphy indicated that the Utility budget for this project may be slightly low, therefore he is hoping that the Falls Road project is under budget to make up the difference. Bids are being opened on March 26.

*Riverbend Road Lift Station:* Request for Proposals have been issued. This project will be designed in 2015 and constructed in 2016.

#### Report of benchmark measurements – Water and Wastewater Utility

The benchmark report was reviewed.

Trustee Meinecke questioned if there was a residential sewer backup on Sixth Avenue last week. Mr. Nennig responded that yes there was, however both the upstream and downstream manholes were flowing fine. Utility crews have reported that the watermain

pipe in Sixth Avenue from Hickory Street to Power Street and in Power Street from Sixth Avenue to Fifth Avenue are in very bad condition.

Mr. Blum questioned if the life expectancy of a road was approximately 40 years. Director of Public Works/Village Engineer Dave Murphy responded that this correct, however due to the annual amount budgeted for road repairs, the Village is currently on an 80 year replacement schedule. Mr. Blum stated that the Village needs to be more proactive with the Street Improvements Program.

### **OLD BUSINESS**

Director of Public Works/Village Engineer Dave Murphy stated that he has no new information on the Bridge Street Dam Lighting project and will be on vacation for two weeks at the end of this month, therefore there will be no work on this project until March.

Mr. Murphy stated that the Falls Road project is currently being bid with bid opening scheduled for March 26, anticipated award at the March meeting.

### **NEW BUSINESS**

None

### **ADJOURN**

Motion by Trustee Harbeck, seconded by Mr. Murray, to adjourn the meeting at 7:10 p.m. Motion carried.