

VILLAGE OF GRAFTON

BOARD OF PUBLIC WORKS MEETING MINUTES

MONDAY, JANUARY 9, 2017

*AMENDED

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 Tom Krueger, Trustee Dave Liss, Les Blum, and Pat Murray.

Staff present: Director of Public Works/Village Engineer Amber Thomas, Superintendent of Public Works Gary Helm, Utility Superintendent Tim Nennig, and Administrative Assistant Melissa Depies.

Others present: Trustee Lisa Harbeck.

HEAR PERSONS REQUESTING TO BE HEARD

Les Blum reported that he called the Department of Public Works and then the Police Department on Saturday to report a possible water main break; however, the dispatcher did not follow through with the proper notifications. Mr. Blum contacted the Public Works Department on Monday and the issue was handled promptly by Utility and Public Works crews.

Mr. Blum noted that the Public Works voice mail does not direct residents what to do in case of an emergency; such as a water main break. He requested that the voice mail be changed to include direction to call the police department non-emergency line.

MINUTES

Motion by Les Blum, seconded by Trustee Krueger, to approve the October 10, 2016 Board of Public Works meeting minutes, as presented. Motion carried.

Mr. Krueger noted that on page 5, paragraph 2 under New Business, his name was incorrectly spelled.

PUBLIC WORKS

Bridge Street Dam Scour Survey Results

Director of Public Works/Village Engineer Amber Thomas stated that Ayers Associates performed soundings, side scan imagery, and underwater video of the dam on November 17, 2016 and the scour report was sent to the DNR on December 19, 2016.

Minor concrete spalling was observed on numerous piers; however no rebar was exposed. All piers have footings embedded into bedrock with the exception of Pier 6.

Pier 6 has a footing that appears to have been formed inset from the downstream end of the buttress. Pier 6 has an overhang that appears to be about 5 feet wide and 1 foot

long that has nothing supporting it. Ayres believes this could be a safety concern and offered two possible solutions: 1) a full structural analysis which could prove the footing is not needed; or 2) the buttress could be supported by a non-shrink grout.

This condition has been reported to the DNR in this scour survey as well as in previous reports. Director of Public Works/Village Engineer Amber Thomas recommended that no action be taken at this time. It is possible that the DNR will not require any additional work as this has been reported in past surveys with no concerns.

Les Blum questioned if there was any concern regarding the triangular piece of concrete that was dislodged near the gate. Mrs. Thomas responded that the concrete did not need to be there and this was not a structural concern.

*Trustee Liss questioned why Ayres Associates did the dam survey 3 years ago and nothing was said about pier 6 at that time?

Report of benchmark measurements-Public Works

The benchmark report was reviewed.

Superintendent of Public Works Gary Helm stated that these are the final benchmark numbers for 2016.

The crack sealing benchmark is somewhat of a false figure. Some sections of road require less material therefore more area can be done. A more accurate measurement would be to track this by how many gallons of sealant is used. The Board directed staff to change the benchmark unit from square feet to gallons in the future.

Street cleaning on a regular basis has reduced the amount of debris in the catch basins. Catch basins are cleaned bi-annually. Inlets are replaced with catch basins and catch basin repairs are done on an as needed basis. Required maintenance is found during catch basin cleaning and inspection.

Many trees have been removed in 2016 due to the Emerald Ash Borer. Crews will continue to remove Ash trees on an as needed basis and will replace trees as the budget allows.

WATER & WASTEWATER

Utility projects update – 2016 year end

Utility Superintendent Tim Nennig noted that all the 2016 Utility projects came in either at or below the budgeted amount. However there were some budgeted projects or purchases that did not occur due to budget shortfalls due to emergency purchases, infrastructure repairs, or required professional services.

One major project for 2016 was to complete the DNR mandated Capacity, Management, Operations and Maintenance (CMOM) written program. As a result of this program there are many areas that need increased attention, such as additional sewer cleaning, Village-wide manhole inspections and increased Clearwater exclusion efforts.

The written program is already in need of revisions due to bringing the River Bend Road Lift Station onboard in October and the abandonment of the Falls Road and Blackhawk Valley Lift Stations. Standard Operating Procedures (SOP) also need to be developed for 9 of the 11 lift stations.

Mr. Nennig is also completing updates to the sewer use ordinance to include a new section to address controlling fats, greases and oils discharged into the collection system.

Final design and soil exploration of the Audubon Lift Station replacement project is complete. Project will be going out for bid with advertising taking place January 31 and February 7. Bids will be opened on February 23, and will be brought to the Board of Public Works on March 13.

River Bend Road Lift Station project is substantially complete with a few remaining punch list items. The final project is \$69,000 or 3 percent under the contract price. Startup of the lift station went very well. There have been very few complaints from both Village and Town residents now that the project is complete.

Trustee Krueger questioned if the DNR has accepted the CMOM report and the projected goals of the Village. Mr. Nennig responded that the DNR is not going to tell the Village exactly what needs to be done. They compiled raw data from several communities and slotted each community into an average to determine an acceptable level of maintenance.

Mr. Blum questioned where the Village fell. Mr., Nennig stated that the Village fared very well in most areas; however the Village needs to increase efforts with sanitary manhole inspections and sewer mainline cleaning.

Utility projects update - 2017

Utility Superintendent Tim Nennig updated the board on various projects scheduled for 2017.

WWTP Final Clarifier #2 Rehabilitation: The Utility has budgeted \$135,000 for the complete recoating of the clarifier steel structure along with adequate funding for anticipated mechanical rehab or replacement of the clarifier equipment.

WWTP Roof Replacement: There are four flat roofs that need replacement. These have been budgeted for replacement for the past 3 years; however budgeted funds were used for other unforeseen expenses.

Well #3 Rehabilitation – Phase II: Due to continued water quality issues on the Village's east side, rehabilitation work for Well #3 is necessary. The Utility has budgeted for extensive well hole rehabilitation; pumping equipment will be removed from the well hole and the well hole will be treated. All pumping equipment below the water line was replaced a few years ago; however everything above the water line will need to be replaced now.

Radio Telemetry Work for Remote Site SCADA: The Utility has been experiencing an increased frequency of intermittent communication issues between the SCADA server at the WWTP and the main communications gateway on top of Water Tower 2. For unknown reasons the signal strength seems to be gradually weakening. The Utility has budgeted for a new telemetry communications pathway utilizing Water Tower #1 on North Street as the main repeater site.

WWTP Facilities Planning Study: This is a study of the WWTP similar to the Water System Master Planning study that was completed in 2016. All current processes and equipment will be evaluated. This study will also take into consideration all aspects of the phosphorus removal initiatives currently being taken.

Report of benchmark measurements-Utility

The benchmark report was reviewed.

Utility Superintendent Tim Nennig highlighted each benchmark area with comparisons from previous years.

Mr. Nennig noted that there were seven water main breaks in 2016. Three of those breaks all occurred on the Friday after Thanksgiving. Two of the three repairs were completed over a 24 hour period as they conflicted with the Chamber of Commerce Christmas Parade route and a funeral being held in the area of St. Joseph Church.

Sewer Mainline Televising was contracted out in 2016. 23,000 feet of sanitary sewer was televised including all street improvement work according to the 5-year Street Improvement Plan.

OLD BUSINESS

Les Blum questioned the mileage of road repairs that was approved in the 2017 budget. Director of Public Works/Village Engineer Amber Thomas responded that Spring Street–Ninth Avenue to 12th Avenue was removed by Administration and the final 2017 budget approved by the Village Board.

Discussion was held regarding the condition of the roads, and keeping all roads rated at a 6 or better, and the importance of increasing the amount of road repaved each year. Mr. Blum believed that having good roads to drive on was more important than an entrance sign or other similar things.

The Board requested a report on road mileage and ratings for discussion at the February meeting.

NEW BUSINESS

Trustee Harbeck stated that she recalled a complaint regarding the lights from the new Riverwalk shining into homes. She questioned if there have been any issues with the lights being on for ice skating. Superintendent of Public Works Gary Helm stated the lights are on a timer and will turn off at 10:00 PM. Public Works is not aware of any recent complaints or issues.

Trustee Harbeck stated there is a "Caution Children" sign on Willow Lane just off of Highway V that is in poor condition and needs to be replaced.

Trustee Harbeck also reported that the newly installed sign at the crosswalk on Cedar Drive and Falls Road is blocked by a mailbox and tree. The lower half of the sign is blocked by the mailbox and the upper half is blocked by the tree. She suggested possibly relocating the sign.

Utility Superintendent Tim Nennig stated that the area near the River Bend Road Lift Station site is now being used for tobogganing and sledding. With the recent project a retaining wall was installed which leaves an 8 to 10 foot drop. Mr. Nennig asked if the Village is responsible to put up some type of fencing or signage of some sort? The Board directed Mr. Nennig to contact Attorney Herbrand to check the Village's liability.

ADJOURN

Motion by Les Blum, seconded by Pat Murray, to adjourn the meeting at 7:10 p.m. Motion carried.