

VILLAGE OF GRAFTON
BOARD OF PUBLIC WORKS MEETING MINUTES
MONDAY, APRIL 30, 2018

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

Board members present: Trustee Tom Krueger, Trustee David Liss, Trustee Dean Proefrock, Pat Murray and Les Blum.

Staff present: Director of Public Works/Village Engineer Amber Thomas, Utility Superintendent Tim Nennig, Facility Operations Coordinator Larry Roy, and Administrative Assistant Melissa Depies.

Others present: Trustee Sue Meinecke.

Trustee Krueger formally welcomed Trustee Proefrock to the board and thanked Trustee Meinecke for attending the meeting.

HEAR PERSONS REQUESTING TO BE HEARD

None

PUBLIC WORKS / WATER & WASTEWATER

5-Year Capital Improvement Programs

Director of Public Works/Village Engineer Amber Thomas stated that the Public Works Capital Improvement Budget consists of Equipment and Street Improvement projects.

There were no changes to the proposed 5-year equipment plan as discussed at the April 9, Board of Public Works meeting; however, the list of all major equipment was included as requested.

Director Thomas stated that the 5-year street improvement program has been completely re-evaluated to align with all major utility issue areas. 2019 remains within the \$799,187 budget as directed by the Finance Director.

2020 is proposed to complete 1.7 miles of road with numerous place holders. Some projects are slated to be funded with TID funding; however, it is unknown if TID funds will be available; therefore, this may need to be re-evaluated in the future. First Avenue is also planned, however will need to be evaluated next year to determine how it is holding up.

All remaining years are consistent with the 1.0 mile goal and continue to align with the Utility.

It is the overall goal to have all roads rated 6 or higher; with this plan 19.9 miles of roads rated 5 or under remain.

Facilities Operation Coordinator Larry Roy stated that the Utility 5-year plan is consistent with the previous plan presented with the exception of the water and sewer main replacement work. Utility and Public Works staff coordinated the street reconstruction and water and sewer main replacement work.

All projects listed for 2019 include watermain replacement. Bridge Street and Cedar Street also have sewer, 17th Avenue, Dellwood Court, and North Pine Street will be televised and evaluated to determine if sewer work is necessary.

The streets proposed for 2020 are very scattered and may be adjusted; however, many of the proposed streets also include utilities as well.

Mr. Blum thanked staff for coordinating the projects.

Trustee Krueger questioned if sewer costs were figured into the proposed plan for the streets where sewer evaluation was still needed. Coordinator Roy replied that costs for sewer work were included in the proposed plan. If it is determined that sewer work is not necessary those costs will go down.

Trustee Krueger stated that the 2019 plan includes North Pine Street, however South Pine Street is just as bad; he questioned why South Pine Street was not included in the plan. Director Thomas stated that there were no utility needs in South Pine Street therefore the project ended due to budget. This section could be quickly added if project costs are under budget since there is no utility work.

Trustee Krueger noted that the I-43 Lift Station wet well access door was scheduled to be replaced due to damage; he questioned how this damage would be prevented in the future.

Trustee Krueger questioned if there was any value to the 25 hp compressor that is being replaced. Superintendent Nennig stated that the current compressor is oversized. He was unsure if there was any trade value at this time.

Trustee Krueger questioned if the Utility had PSC approval to move forward with the meter change out program. Coordinator Roy explained that the application for PSC approval was sent last week; it is anticipated to take approximately six weeks for approval.

Coordinator Roy stated that this is a very big project, it is not only changing out all the meters; it is upgrading meter reading technology and billing software as well. Phase one of the project will be to install the infrastructure – installation of an antenna on one of the Utility's water towers, tower base station, software, etc. so that as new meters are installed the technology will already be in place.

Funding for this project was briefly discussed. Coordinator Roy indicated that the project will be funded out of the Utility budget and not from borrowing; however, this project was not included in the latest water rate increase. Trustee Krueger questioned if the Utility will need to apply for another rate increase to fund this project. Coordinator Roy stated that the PSC will make that determination after their review of our application that was submitted to them.

Director Thomas stated that the two main goals for this upgrade are to improve customer service and save labor time in meter readings. The software will allow staff to have instant information on usage; if a customer has higher usage volume than normal, staff will be able to detect this and contact the resident to determine if there are any leaks in the home. Mr. Blum questioned how much time will be saved with meter readings. Superintendent Nennig stated that initially the time saved will be spent replacing meters. Time savings is a long term pay back.

Motion by Mr. Blum, seconded by Mr. Murray, to recommend the Finance Committee support for the 5 Year Capital Improvement Program for the Utility and Public Works which includes the Equipment Replacement Program and Street Improvement Program as presented. Motion carried.

ADJOURN

Motion by Trustee Proefrock, seconded by Mr. Murray, to adjourn the meeting at 6:30 p.m. Motion carried.