

VILLAGE OF GRAFTON
BOARD OF PUBLIC WORKS MEETING MINUTES

MONDAY, AUGUST 10, 2020

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 Lisa Uribe-Harbeck, Trustee Dan Delorit, and Pat Murray.

Board members excused: Les Blum.

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

Others present: Greg Olson – Field Projects Director, Sand County Foundation, Trustee Jim Miller, and Bill Haas.

MINUTES

Motion by Trustee Delorit, seconded by Mr. Murray, to approve the July 13, 2020, Board of Public Works meeting minutes as presented. Motion carried.

HEAR PERSONS REQUESTING TO BE HEARD

None

WATER & WASTEWATER

Update on Adaptive Management work – Sand County Foundation

Director of Public Works/Village Engineer Amber Thomas explained that in correlation with the Utility's Adaptive Management Planning effort for the Wisconsin Pollution Discharge Elimination System (WPDES) permit compliance the Village partnered with Sand County Foundation and the Ozaukee County Land and Water Management Department, to help plan, implement, track, and model certain farm practices.

In 2019 the Village contracted with nine separate farmers to perform no-till practices, take soil samples, and install cover crops. Sand County Foundation then used SnapPlus to estimate Total Phosphorus (TP) losses from these farms before and after installing conservation practices. The goals of the work were to help the Village gain maximum TP reduction benefits and to help the farmers select the most effective land management options for their specific farm conditions.

As estimated by the SnapPlus modeling, the supported conservation practices prevented 201 pounds of TP from reaching surface waters upstream of the Village. The effective cost to the Village for these practices ranged from \$55 per pound to \$250 per pound. Therefore, on average, the Village paid \$99 for each pound of TP prevented from leaving the farm in surface runoff upstream to the Village wastewater utility outfall.

Data recorded and lessons learned in 2019 will help shape the plan for the 2020 funds to prioritize the higher TP abatement opportunities. The farm incentive contract will be on a dollar per pound of TP removed rather than per acre.

Trustee Delorit questioned:

- If water samples were taken to find out what the true TP is in the river? If the Village is going to be investing in TP removal it would be helpful to know how much phosphorus is in the river and if these practices are truly helping. Director Thomas noted that Utility staff will be doing river monitoring in the future; wet conditions this year to-date have prevented in-stream sampling.
- Was there a pre and post check on parts per million?
- Do these practices also help with the WWTP on their DNR requirements and how do we achieve that number?

Trustee Krueger questioned:

- If there is enough acreage to pay by performance rather than by acre.

Greg Olsen – Sand County Foundation responded that this work is predicated based on trading and modeling values. They take real data and regress that to meet the weather in the model. The model is basically a level playing field. This work is good for making a change in the river; however, it could take years to see the benefits in the river with a 95 percent change in the landscape. Also a good point to note is that the DNR will not allow adaptive management without some work on the land. \$99 per pound is higher than normal, which is the reason for the recommendation of pay for performance rather than per acre. The Village must keep in mind that farmers are also interested in improving their land as well. They also receive a benefit from knowing how much TP was removed.

Trustee Delorit stated that 75 percent of the TP removed was from two farms that performed no till practices. This seems to be the most effective. Mr. Olsen explained that each farm needs to be looked at individually indicating that each situation is very different.

Trustee Harbeck questioned if this work was separate from the Adaptive Management work and if the budgeted funds were also separate. Director Thomas confirmed that they are separate projects. Jon Butt from Symbiont will be at the September meeting to discuss the Adaptive Management plan which should tie the two projects together.

Trustee Harbeck asked for the locations and property owner's names for the farmers under contract. Mr. Olsen provided the information indicating that the farmer's identity should not be made public as an effort to protect the farmer.

Update on Anaerobic Digester Cleaning

Facilities Operations Coordinator Larry Roy explained that the two anaerobic digesters at the WWTP were scheduled to be cleaned in 2018; however, the contractor failed to start and/or complete the work in the fall as scheduled. The fall timeline was past the budget submittal date for the 2019 budget process; therefore, the project was pushed to 2020.

The 2020 budget included \$61,400 to complete the work. Three contractors were contacted; however, only two bids were received. Project was awarded to the low bidder, North Shore Environmental for a project cost of \$54,000.

Facilities Operations Coordinator Roy explained that the digesters had more sludge and rags than what was expected; therefore, the project went significantly over budget. The project took an extra day of labor and 14.5 extra loads of sludge to be disposed of. The total cost of the project was \$117,000.

Facilities Operations Coordinator Roy indicated that two other Utility projects; painting of the digester hallway and painting of the lunchroom hallway; for a budgeted costs of \$56,842, will be eliminated to cover the additional expense.

2019 Compliance Maintenance Annual Report & Resolution

Utility Superintendent Tim Nennig stated that the Compliance Maintenance Annual Report (CMAR) is a report to the DNR covering the operations, maintenance, and management activities of both the sanitary sewer collection system and the wastewater treatment facility for a 12 month period ending December 31, 2019.

The Utility received an overall letter grade of "A or 4.0" in all 10 categories which places the Utility into the DNR's voluntary or no action required category. This is the eighth year in a row that the Village has received a 4.0 rating.

Superintendent Nennig highlighted various sections of the report. Covering the topics of the sewage collection system infiltration/inflow, influent flow and loadings, staffing, and financial management.

There were several questions and discussion regarding the information in the report. It was believed that possibly too much information was included and that maybe some things should be scaled back. Example: only including one year of CIP projects versus all 5 years. Infiltration/Inflow is currently an issue and has been an issue dating back to 1968; not so much emphasis should be put on I/I correction. The DNR could actually take some of the issues and projects in the report and make them a requirement of our permit. Utility Superintendent stated he will revise the report as directed; however, he

was not comfortable with withholding information. The Board did not direct Superintendent Nennig to make any changes.

As required by the State Administrative Code, a resolution of acceptance by the Village Board needs to be approved. No further actions are necessary at this point in time relative to the 2019 CMAR.

Motion by Mr. Murray, seconded by Trustee Harbeck, to recommend the Village Board approve and adopt a resolution accepting the 2019 Compliance Maintenance Annual Report and submittal of the report electronically to the DNR as required. Motion carried.

Utility Projects Update

Superintendent Nennig highlighted the status of on-going projects.

WWTP Headworks Upgrade Project: All drilling, blasting, and rock removal is complete. The primary influent splitter box walls have been poured and construction walls removed from around the structure. Future work involves installation of gates, electricals, grating and railings.

WWTP Chemical Fee System Design Upgrade: Project has been postponed to 2021.

17th Avenue Lift Station and Force Main Replacement:

The lift station wet well has been positioned and mechanicals tied into it. Two new lift pumps have been installed on guide rail systems. One of the pumps is fitted with an automatic flush valve.

New pre-cast concrete valve vault has been installed along with all piping, plug valves, check valves, access hatch cover, etc. Vault has been interior-grouted. A protective, high-build coating needs to be applied.

A new lift station control panel has been installed on the concrete pad along with protective bollards. Electrical tie-in work remains including installation of various wet well level controllers. We Energies will run permanent electrical service into site.

Substantial completion date remains 10/30/2020 with final completion date of 11/20/2020.

Bridge Street Lift Station Tributary Area I/I Study: A contract with The Expeditors Inc. of Dousman, WI has been approved for televising all sanitary sewer mainline pipe tributary to the Bridge Street Lift Station. The total footage amounts to approximately 28,000 lineal feet of sewer. This televising will help the Utility comply with annual WDNR benchmark requirements for collection system maintenance.

Water System Master Plan Update: Project has been postponed to 2021.

Water System Leak Detection Survey: the Utility intends to perform leak detection

survey work on all water distribution system infrastructure east of the Milwaukee River.

Report of benchmark measurements – Water & Wastewater

Superintendent Nennig highlighted the benchmark report and the activities of field operations.

Distribution System Valves Exercised: The Utility must exercise 600 or more system valves throughout the Village. Field operations staff continue the annual valve exercising work using in-house equipment and personnel.

Fire Hydrants Operated/Flushed: Utility staff completed Village-wide dead-end hydrant flushing to flush stagnant-flow mains. A total of 93 dead-end hydrants were flushed.

New Customer Water Meters Installed: Thru the end of July, the Utility has installed a total of 37 new Sensus water meters within residential and commercial properties. This compares with 11 new water meters installed during the first 6 months of 2019.

AMI Meter Installs and/or Upgrades: The goal is to complete approximately 700 AMI meter conversions. Field operations staff will prioritize their meter exchange work during the months of October thru December provided this activity can occur based on CoVid19.

Water Main Breaks Repaired: Field operations staff have repaired 2 water main breaks. Both repairs were on older cast iron pipe that was laid in very poor backfill materials.

Sewer Mainline Jetting (Cleaned): The annual sanitary sewer main cleaning benchmark goal remains at 150,000 lineal feet. In July over 55,000 lineal feet of sewer main was cleaned with follow-up vacuum debris removal.

Sewer Mainline Back-ups: There has been one reported sanitary sewer mainline back-up and 3 separate incidents of lateral back-ups recorded.

The sanitary sewer main back-up occurred at the 17th Avenue Lift Station replacement project site. The onsite emergency generator hooked-up to power the 2 temporary bypass lift pumps had a significant mechanical failure causing the generator to shut down. This resulted in the lift pumps being unavailable and sewage flows to back-up in the adjacent sewer main and subsequently the closest home to the project site.

The temporary high level float was operable and Utility staff responded immediately upon receiving the back-up call. Field operations staff used the Vac-All to suck-out the sanitary sewer main and keep levels down as needed until the portable generator was replaced and operable.

Advance Construction and Lincoln Contractors Supply had crews onsite within 30 minutes to resolve the generator issues. The previously installed backflow check valve on the homeowner's sewer lateral worked as it was designed; however, observed debris in the check valve's flapper did allow a minimal amount of sewage to enter the home's lateral and encircle the home's basement floor drain. The Utility is coordinating all clean-

up efforts with the homeowners.

Fire Hydrants Recoated: Director Thomas explained that one bid has been received for hydrant recoating and it is approximately \$1,000 over the budgeted amount. Looking for direction on how to move forward: reduce how many hydrants are done, or pull entire project. Consensus was to move forward with the full project.

Well #2: Minimal discussion regarding the status of Well #2. Cost to repair is approximately \$50,000. The well is currently not being used or sampled, the pump has been removed. Trustee Delorit stated the well should stay as is until directed by the DNR to abandon or repair.

PUBLIC WORKS

Holder Replacement Options

Director Thomas explained that in 2012 the Village purchased a Holder Articulating Tractor for approximately \$150,000. This piece of equipment is the only machine the Village owns that can properly and efficiently remove snow from the 8+ miles of sidewalks maintained by the Village. This piece of equipment is also an integral part of the Village's leaf removal/pickup operations. The holder has many attachments including a broom, V plow, and blower, all used for snow removal, as well as a salter, a dump box, and a mower deck.

The Holder has been a maintenance issue for the eight years that the Village has owned it. In the past couple of years it has broken down almost every time that it is used. Holder is a German company, and parts are not available locally. The closest dealer is in Marquette, Michigan, and the only mechanic in North America is in Canada. In the past couple years, the Village mechanic as well as other Crewpersons, have spent a significant amount of hours working on repairs to this machine. With no local service representatives, parts are hard to get and take a considerable amount of time to receive. Parts are also unique to the Holder, and are not interchangeable with other standard equipment, making it impossible to stock most parts. These maintenance issues become a huge problem in the winter, causing sidewalk snow to be cleared with a snow blower which is immensely labor and time intensive, or another piece of equipment is used with a wider blade, damaging the turf and causing restoration repairs needed in the spring.

The Holder is not on the equipment replacement schedule until 2027; however, keeping it is becoming more costly than selling it. Staff has been working for the past year to find a creative way to sell this piece of equipment and purchase something that is more reliable and easier to maintain.

There are several types of equipment on the market that could replace the Holder providing the same functions and attachments that the Village needs: (1) Vermeer ATX850 Compact Articulated Loader, (2) Bobcat L28 Small Articulated Loader, and (3) Avant 640. These machines, including all of the attachments needed, vary in price from \$60,000 - \$90,000.

Based on these prices, staff is confident that if the Holder is sold for \$30,000, then there will be enough budget savings and equipment sale revenues to purchase a replacement machine without impacting the 2020 budget. Staff feels in the long run this will be a cost savings in maintenance labor and parts. If the Holder is sold, a reserve would be put on it of \$30,000, meaning it would not be sold for less than that. If the Holder did sell at auction for \$30,000+ the new pieces of equipment would be further researched and brought back to the Board of Public Works for approval to purchase.

Village Mechanic Mark Didier stated that last winter there was an issue with the Holder and it took six weeks to receive parts to repair it. Equipment to clear sidewalk snow had to be borrowed from Cedarburg during that time. He also noted that the PTO clutch recently went out on the holder and the new clutch cost was \$2,500.

Motion by Trustee Harbeck, seconded by Trustee Delorit, to recommend the Village Board authorize the Department of Public Works to put the Holder Articulating Tractor on public auction for a minimum bid of \$30,000 with the intent to then use budget saving and sale revenues to purchase a replacement piece of equipment. Motion carried.

Major Projects Update:

Director Thomas updated the board on the various projects:

Sidewalk Replacement Program: Project is complete. Punch list items remain.

Street Reconstruction: Both 13th Avenue and First Avenue are complete. Punch list items remain. Bio-swale plantings were installed in the First Avenue median this afternoon.

Blue Stem Subdivision: Substantially completed. Developer anticipates beginning Phase III in the fall with installation of utilities.

River Bend Meadows Subdivision: Substantially completed. Developer anticipates beginning Phase II in the fall with installation of utilities.

Shady Hollow Phase III: Substantially completed.

Tree Inventory: Wachtel Tree Service began collecting tree information on the west side of the Village. Approximately 1,000 trees were inspected last week.

Trustee Krueger commented that the Finance Committee had discussions about expediting the acceptance of the subdivision improvements. Director Thomas stated that typically the improvements are not accepted until the final layer of asphalt is done and all punch list items are complete. This is a good way to keep the developer accountable.

Trustee Delorit complimented the Public Works Department on the Facebook posts keeping everyone updated on construction activities.

Report of Benchmark measurements-Department of Public Works

The benchmark report was reviewed.

Superintendent of Public Works Jake Arndt stated that crews have been busy. They have completed the annual catch basin cleaning and inspections. They have planted 11 new trees in the downtown area and trimmed 58 trees. They have placed 7 yards of concrete and as well as approximately 25 tons of asphalt. Completed 113 lane miles of street sweeping removing 20 tons of debris.

DIRECTOR'S UPDATE

Update – new Crewperson

Director of Public Works/Village Engineer Amber Thomas stated that the Village has hired Tom Grisar to replace Bill Dickmann who recently retired.

Trustee Harbeck questioned if the issues regarding the Riverwalk were resolved. Director Thomas stated that there was a meeting with staff and the condo owners. DPW crews have been out there cleaning up the beds and getting the weeds pulled. Bill Haas commented that it looks tremendously better.

Trustee Krueger stated that he received a call regarding the Manchester Pond. Director Thomas stated that the Utility crews have jetted the outlet pipe of the pond several times this past year. More recently Ozaukee County, under the direction of the Town, has been doing work to replace the outfall pipe which was back pitched.

Presentation on Stormwater Quality Management Plan Update - September

Director Thomas stated that Ashley Leisgang – AECOM was not able to attend the meeting tonight. The requested presentation will take place at the September meeting.

ADJOURN

Motion by Trustee Delorit, seconded by Mr. Murray, to adjourn the meeting at 7:43 p.m. Motion carried.