

## VILLAGE OF GRAFTON

### BOARD OF PUBLIC WORKS MEETING MINUTES

JUNE 13, 2011

The Board of Public Works meeting was called to order at 6:00 p.m. by Chairman Richard Rieck

Members present: Richard Rieck, Sue Meinecke, Lisa Harbeck, Pat Murray, and Edwin Dietrich.

Staff Present: Director of Public Works/Village Engineer Dave Murphy, Utility Superintendent Tim Nennig, and Administrative Assistant Melissa Depies.

Others Present: Bill and Sue Hass

#### HEAR PERSONS REQUESTING TO BE HEARD

None.

#### MINUTES

Motion by Mr. Dietrich, seconded by Mr. Murray, to approve the April 11, 2011, Board of Public Works meeting minutes. Approved unanimously.

#### WATER AND WASTEWATER

##### Resolution: Compliance Maintenance Annual Report

Utility Superintendent Tim Nennig stated that this report identifies strengths and weaknesses of the wastewater operations for the year 2010. This report is required annually by the DNR along with a resolution of acceptance by the Village Board.

Mr. Nennig explained that the report serves as a graded evaluation assigning a grade (A through F) in each of ten categories. Based upon the grade received, a weighted grade point value is assigned. The Utility received a grade point average of 4.0 which places Grafton into a voluntary or no action required range.

Motion by Mr. Murray, seconded by Mr. Dietrich, to recommend the Village Board adopt a resolution to accept the 2010 Compliance Maintenance Annual Report and submit the report electronically to the DNR as required. Approved unanimously.

##### Consumer Confidence Report (water quality annual report)

Utility Superintendent Tim Nennig stated that this basically is the water quality report card. The Utility is required to prepare the report and provide customers with a copy of the report annually. The report describes the water supply and the quality of the water that is being provided relative to the current safe drinking water standards. The report indicates

that Grafton had no water quality violations and its drinking water continues to meet or exceed all Federal and state requirements.

Mr. Nennig noted that the report has been submitted to the state electronically and copies have been made available to residents in all municipal buildings. The report has also been posted on the Village website. Residents have been informed that the information is available through a notice in the News Graphic, the Quarterly Messenger. In addition, a note will be included on the June 30, water billing statement. This is much less expensive than the previous requirement of printing and mailing a copy to each property owner.

#### First Quarter – 2011 Safe Drinking Water Act Compliance Results

Utility Superintendent Tim Nennig indicated that the First Quarter Safe Drinking Water samples were collected from all six wells on March 29, 2011. Analytic determinations were performed on volatile organic compounds (VOCs) collected at well raw water and entry point locations. The Utility also completed required testing on inorganic compounds.

Mr. Nennig noted that raw water is the water received from the ground prior to any treatment from the Utility. Entry water is the water that the resident receives after it has been treated.

Mr. Nennig highlighted the report indicating that Wells 4 and 5 had an exceedance of maximum contaminant level for trichloroethylene and/or dichloroethylene in the raw water samples. The entry point samples were well below the maximum contaminant level.

Mr. Nennig explained that inorganic compounds are considered to be mineral in nature and not of a carbon-base, biological origin. The Utility samples for inorganic compounds on a three-year cycle.

#### Private well ordinance update

Utility Superintendent Tim Nennig stated that currently there are nine homes that have chosen to maintain and re-apply for their individual private well operation permits. These operating permits are good for a 3-year term.

The application process is fairly simple; however, there seems to be misunderstanding and confusion with the bacti sampling requirement. Property owners are often negligent in performing the necessary bacti sampling requirement which results in a delayed permit application process.

In an effort to facilitate and expedite the well operation permit process, the Utility is proposing to amend the current code language to allow the Utility to assume responsibility for all bacti sampling requirements with all associated costs being assumed by the property owner.

Mr. Nennig stated that the intent of the ordinance was to have the Utility be the sole provider of the needed testing; however, after discussions with Utility staff and Administrator Hofland it was determined that the proposed language was confusing.

Administrator Hofland suggested that this matter be tabled to a future meeting so the code language can be corrected to read more clearly.

Mr. Nennig stated that a test was done on a private well on Friday and the sample came back bad. This poses another issue of how many times Utility staff goes back for re-testing.

Director of Public Works/Village Engineer Dave Murphy suggested taking the actual dollar value out of the ordinance to eliminate the need to amend the ordinance each time there is a price increase in the testing costs.

Motion by Mr. Murray, seconded by Trustee Harbeck, to table the private well ordinance to the July meeting. Approved unanimously.

#### State Trust Fund loan resolution – UV disinfection project

Utility Superintendent Tim Nennig stated that the Utility proposes to finance the UV disinfection project through a State Trust fund Loan. A loan for \$600,000 will greatly facilitate project financing and will defer costs to future users that additionally benefit from this project. In order to borrow funds through the State Trust Fund program, the Village Board will need to submit a loan application that includes a resolution approving this action.

Mr. Nennig also noted that the Utility will be applying for an interest rate subsidy through the State Clean Water Fund which provides loans for wastewater projects up to \$1,000,000. This subsidy provides annual paybacks to the Village which is anticipated to reduce the net interest rate on the State Trust Fund loan down to around 3 percent.

Motion by Mr. Murray, seconded by Mr. Dietrich, to recommend the Village Board adopt a resolution approving the borrowing of \$600,000 through the State Trust Fund at an interest rate of 3.75 percent and loan term of 10 years. Approved unanimously.

Motion by Mr. Dietrich, seconded by Trustee Meinecke, to recommend the Village Board approve submittal of a Clean Water Fund Program interest rate subsidy application to the Wisconsin DNR-Bureau of Community Financial Assistance. Approved unanimously.

#### Water and sewer rates comparison

Utility Superintendent Tim Nennig stated that Utility staff recently completed a survey of neighboring communities' water and sewer rates. Overall Grafton's rates are favorable. The Village has historically had some of the lowest overall rates within Ozaukee County and generally fell within the lower 50 percent state wide.

#### Report of benchmark measurements-Utility

The Board reviewed the monthly benchmarks report.

Utility Superintendent Tim Nennig highlighted what field and plant operators have been doing and what is scheduled for the upcoming month.

*Distribution System Valves Repaired:* In 2010, the Utility initiated a new program of performing water system valve box repairs and replacements using Village resources and personnel. A total of six mainline, service and hydrant isolation valves have been repaired to date in 2011. There are four additional hydrant valve repairs to be completed next week. Completing this work with in house personnel has saved the Utility/Village thousands of dollars with each repair.

*Distribution System Valves Exercised:* M.E. Simpson Company was recently awarded the 2011 valve exercising project work. A total of 600 water system mainline, hydrant isolation and service valves will be inspected, have GPS coordinates taken and be exercised.

*Fire Hydrants Operated/Flushed:* Spring hydrant flushing was completed in mid May. Over 700 hydrants were inspected, flushed and had routine maintenance performed. Dead-end hydrant flushing will take place in July.

*Sewer Mainline Rodding:* This year the plan is to target the older areas of the Village due to their inherent issues with older sewer main structural integrity and larger tree root growth into the pipes.

Mr. Nennig noted that Utility and DPW crews have made repairs to one water main break and five service lateral breaks. The Utility has documented one residential service lateral back-up, one commercial property back-up, and one sanitary sewer overflow event which was caused by mainline surcharging due to an excessive amount of rain.

Mr. Nennig explained that the Utility will begin an industrial sampling program in 2011. The program verifies what industrial discharges are within the Village and that they are complying with the sewer use ordinance limits. The testing results will form a basis for timely and up-to-date sewer use high strength charges applied to these customers.

To date five industrial locations have been tested and their high strength charges have been adjusted accordingly.

#### Utility budget dashboard measurements-Utility

Utility Superintendent Tim Nennig stated that dashboard measurements are something required by the Finance Department which is another measurement of what the Utility is doing.

Trustee Harbeck questioned what “High or Excessive Water Usage” was. Mr. Nennig explained that those were complaints received after a water bill was received.

#### Utility Projects Update

Utility Superintendent Tim Nennig highlighted the current projects for the Utility.

## **PUBLIC WORKS**

### Fuel usage report

Director of Public Works/Village Engineer Dave Murphy stated that the report is self explanatory and is being brought to the meeting because gas prices are higher than what was anticipated at budget time. He noted that every department is over budget at this time.

### Public Works project update

*Street Reconstruction (11-01):* Director of Public Works/Village Engineer Dave Murphy explained that TP Concrete will be completing the concrete work within the next week or so and then Payne and Dolan will follow to mill and repave the asphalt.

*Sidewalk Replacement Program:* Director of Public Works/Village Engineer Dave Murphy noted that the TP Concrete will begin the sidewalk project once they complete the concrete work on the road project.

*Ozaukee County Fish Passage:* Director of Public Works/Village Engineer Dave Murphy stated that the DNR is recommending denying the permit for the fishway. There will be a DNR sponsored Public Hearing June 27, from 4:30 p.m. to 7:00 p.m., to allow comments from the general public. The DNR has indicated that the reason for denial is the control of invasive species and right now the dam is a barrier that prevents them from going upstream.

Mr. Murphy stated that the West Abutment Project now becomes very important. The Village needs to meet the requirements of NR333 which requires the Village to accommodate a 500 year flood. Director Murphy indicated that if the Village installs a flood gate to the Bridge Street Dam then the dam is no longer a barrier and the fishway could be built. We hope to have a report from Bonestroo for the July Board of Public Works meeting.

### Report of benchmark measurements – DPW

The benchmark report was reviewed by Board members.

## **OLD BUSINESS**

None.

## **NEW BUSINESS**

None.

## **ADJOURN**

Motion by Mr. Dietrich, seconded by Mr. Murray, to adjourn the meeting at 7:12 p.m. Approved unanimously.