

VILLAGE OF GRAFTON
BOARD OF PUBLIC WORKS MEETING MINUTES

JULY 18, 2011

The Board of Public Works meeting was called to order at 5:30 p.m. by Chair Richard Rieck

Members present: Richard Rieck, Sue Meinecke, and Lisa Harbeck

Members absent: Pat Murray and Edwin Dietrich

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

Others Present: Village President Jim Brunnquell and Village Administrator Darrell Hofland

HEAR PERSONS REQUESTING TO BE HEARD

None

MINUTES

Motion by Trustee Meinecke, seconded by Trustee Harbeck, to approve the June 13, 2011, Board of Public Works meeting minutes. Approved unanimously.

WATER AND WASTEWATER

Private well ordinance update

Utility Director Tom Krueger explained that, currently, there are about nine private wells in the Village of Grafton that require operation permits. Although the Utility sends correspondence and renewal notices, they have found that property owners are not timely with follow-up. The permit requires that two water samples be taken a minimum of two weeks apart and evidence of safe water be provided with the application. However, because most property owners do not know how to do this, it often slows the application process; therefore, the application process typically exceeds the normal 30 day process period.

Mr. Krueger proposed to add language to the Village Ordinance stating that the Utility will complete the required bacteriological sampling and testing. If either sample fails the bacteriological testing, the property owner is then required to contract with a licensed well driller to either abandon the well per DNR requirements or correct the well's unsafe water quality including re-sampling by the contractor for well permit renewal.

Trustee Harbeck questioned if there was language that states that if the sample does not pass, the property owner must hire a professional for re-sampling purposes. Mr. Krueger stated that the language is in the ordinance.

Director of Public Works/Village Engineer Dave Murphy questioned if the property owner was allowed to chlorinate the well themselves. Mr. Krueger responded that yes they could; however, the testing still needed to be done by a licensed well driller.

Trustee Harbeck questioned why a property owner would want to keep a private well. Mr. Krueger noted that most people do not want to abandon a good working well.

Trustee Harbeck questioned if the home is sold does the permit transfer to the new homeowner or must the new owner start from scratch. Mr. Krueger replied that the new owner does need to renew the operation permit directly regardless of the last renewal date so he/she knows the responsibility of the well at the time of purchase.

Motion by Trustee Harbeck, seconded by Trustee Meinecke, to recommend the Village Board approve an ordinance which amends Chapter 12.16.050 of the Village Code to identify that only the Utility is authorized to perform bacteriological testing as required with application for a private well operation permit except as noted in follow-up to an unsafe sample. Approved unanimously.

WWTP anaerobic digester study

Utility Director Tom Krueger stated that he received an engineering services agreement from Donohue & Associates to evaluate three alternative digestion technologies and provide cost analysis information for future digestion expansion: 1) Temperature Phased Anaerobic Digestion (TPAD); 2) Acid-Phase Digestion; and 3) Pre-digestion Solids Processing. These processes will be able to utilize existing tanks and facilities, and can fit within the limited space available.

Trustee Meinecke questioned if Focus on Energy was still working with municipalities on this type of project. Mr. Krueger stated that it has been several years since any work has been done with them, but he will investigate if there are any opportunities for funding assistance.

Trustee Harbeck questioned who the owner or representative is in the contract. Mr. Krueger responded that it would be him or Superintendent Nennig.

Motion by Trustee Meinecke, seconded by Trustee Harbeck, to recommend the Village Board approve the engineering services agreement with Donohue & Associates, Inc., Sheboygan, WI to study alternate anaerobic digestion technologies for process expansion at a cost not to exceed \$11,940. Approved unanimously.

Utility project updates

Ultraviolet Light Disinfection Project: Currently waiting on the contractor's construction schedule. The October 1 start date may be moved ahead for an earlier start.

Tower No. 1 (North Street) Renovation Project: Tower repairs and painting are completed. This is the first tower with the new logo painted on all sides.

Regional Lake Water Supply Study: A meeting was held July 13 with the City of Cedarburg and the City of Mequon to review the scope of services and RFP.

Trustee Harbeck questioned if the cost estimate provided for the new storage facility was for construction, design or both. Mr. Krueger indicated that they are very preliminary numbers for all work including design, demolition of existing facilities and construction of new facilities. Mr. Krueger noted that the initial cost estimate was in the 1.5 million dollar range.

Report of benchmark measurements-Utility

The Board reviewed the 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: Utility crews have already surpassed the goal for valve box repairs. An additional 12-14 system valves will receive maintenance work this year.

Fire Hydrants Operated/Flushed: Utility is right on track. Hydrants are scheduled to be flushed again beginning the week of July 25 which will result in every hydrant being flushed and maintained at least twice this year. All hydrants are ready for fire service at any time.

AMR Meter Installs and/or Upgrades: Of our 400 commercial accounts, 85 percent are in compliance with the testing requirements.

Sewer Mainline Rodding and Jetting: Utility crews have been targeting the older sections of the Village due to aging sewer and possible mainline obstructions. There are a lot of necessary repairs that need to be done in these areas, which are not currently in the 5 year street improvement program.

Cross Connection Control Inspections: There are 510 properties that require inspections. Of those 510, 18 have documented violations against them, which equates to a 96.5 percent compliance rate.

Utility budget dashboard measurements-Utility

Trustee Harbeck questioned what the water quality complaints from residents represented. Mr. Krueger indicated that he will get the information to her.

PUBLIC WORKS

Purchase 125 Gallon Melter Applicator

Superintendent of Public Works Gary Helm explained that the specifications for the melter were sent to three vendors and two bids were received as follows: Sherwin Industries (\$38,785.66) and Crafc0, Inc. (\$40,999.00). Both bids were under the budgeted amount of \$42,000.

Trustee Harbeck questioned if the current machine is still in working order. Director of Public Works/Village Engineer Dave Murphy indicated that it does work; however, not very efficiently.

Mr. Helm noted that the City of Cedarburg has indicated that they may be interested in jointly purchasing this piece of equipment. He stated that, at this time Cedarburg has no money budgeted at this time nor has approval been made at any level.

Mr. Murphy stated that sharing this equipment may be difficult because you should crack fill only in the spring and/or fall. Our crews crack fill in the spring as they are busy with leaves in the fall. Cedarburg would have to agree to do their crack filling in the fall of the year.

Trustee Harbeck commented she would feel more comfortable with the decision if we decided to share the equipment with Cedarburg. She also indicated that crews have surpassed the goal and have completed 315 percent this year, why do we need a new machine.

Mr. Murphy replied that crews actually used this new machine this year as a demonstration to determine what machine to specify. This machine is much more efficient and uses less manpower to operate.

Motion by Trustee Meinecke, seconded by Trustee Harbeck, to recommend the Village Board authorize the purchase of a 125 Gallon Melter Applicator (Cracksealer) from Sherwin Industries, Inc., Milwaukee, WI for \$38,785.66.
Approved unanimously.

Public Works project update

There were no comments or questions.

Report of benchmark measurements – DPW

The benchmark report was reviewed by Board members with no comments or questions.

OLD BUSINESS

None

NEW BUSINESS

Trustee Harbeck questioned the status of the Blue Stem subdivision. Administrator Hofland indicated that the bank is marketing the property.

ADJOURN

Motion by Trustee Meinecke, seconded by Trustee Harbeck, to adjourn the meeting at 5:59 p.m. Approved unanimously.