

CITY OF MAYVILLE
WATER/WASTEWATER UTILITIES COMMISSION MEETING
SEPTEMBER 6, 2016
WWTP
MINUTES

The meeting was called to order by President Bushke and roll call was taken at 6:00 p.m.

PRESENT: Bushke, Toellner, Smith, Detuncq, Andes
ABSENT: Pasbrig, Steinbach
TARDY: None
ALSO PRESENT: Nathan Kempke (Utilities Director), Trakel, Lloyd Lechner (Kekoskee Pres.)

I. CALL TO ORDER AND ROLL CALL

II. CITIZEN COMMENTS

Lloyd Lechner is here for the Kekoskee/Leroy construction project update discussion.

III. CONSENT AGENDA/DISCUSSION/APPROVAL

Motion by Smith, seconded by Toellner, to approve the following Consent Agenda.

- A. Minutes of August 2, 2016 Meeting
- B. Water Utility bills September 6, 2016 - \$76,533.75
- C. Wastewater Utility bills September 6, 2016 - \$46,851.63

Motion carried unanimously 5-0.

Motion by Toellner, seconded by Smith to move Item VIII. PERSONNEL closed session to after Item III. Consent Agenda at 6:06 p.m. Motion carried 5-0.

Motion by Andes, seconded by Toellner to Convene into Closed Session Pursuant to Section 19.85 (1) (c) considering employment, promotion, compensation or performance evaluation of any public employee over which the governmental body has jurisdiction or exercises responsibility at 6:07 p.m. Motion carried 5-0.

- A. Utilities Director's 6-Month Probation Review/Discussion
- B. Motion by Toellner, seconded by Andes to Reconvene into Open Session at 6:15 p.m.
Motion carried 5-0.

Motion by Smith, seconded by Toellner to recommend to Council the successful completion of Nathan Kempke, Director of Utilities 6-month probation period and to increase his wage by 4% on the next pay period (September 12, 2016) and to extend into 2017 with another review in July, 2017. Motion carried 5-0.

The Commission congratulates Nathan Kempke on the good job he is doing.

Bushke leaves and Director of Utilities, Kempke leads the meeting.

IV. CONSTRUCTION PROJECTS

- A. 2016 Capital Improvement Project-Clark St and Lincoln Ln & Center St
 - 1. Pavement and landscaping is complete on Clark, Lincoln and Center.
 - 2. A walk through was done on September 1, 2016 resulting in a few items left to be completed in couple weeks.
 - 3. Still has been no formal response regarding the compensation for sewer lateral televising, the contractor is aware of the \$7,000 and \$2,900 be withheld from final payment.
- C. Kekoskee/Leroy Project Report/Discussion
 - 1. Construction is complete on the south side of Slag road, continuing north on CTH Y and are installing the gravity main in the north Industrial Park.
 - 2. Liftstation construction has not started yet.
 - 3. The Utilities has received a letter from MSA requesting the Director to agree with a design change from 3 meters to 1 meter. Nathan recommended to the Commission they follow the language in with the contract, 3 meters are needed to keep actual readings for each community. The cost for adding 2 meters to the liftstation construction would be approximately \$100,000 based on an estimate from MSA.

Lechner leaves.

V. WATER REPORTS

- A. Well & System Report/Discussion
 - 1. Well #5 Rehab is complete, well is back on line.
 - 2. In October after Seneca canning season is finished work on the expansion joint in the Clark St water tower will begin, this will require the tower to be drained.
 - 3. Well # 2 will be Rehabbed next after expansion joint fixed.
 - 4. High Street's water tower walk through was last week, a leak was found on the valve in control box, contractor has been notified and it will be repaired including the replacement of the control box insulation that was wet due to the leak.
- B. Ziegler Park Well Permit Renewal/Discussion/Possible Action
 - 1. After discussion motion by Smith, seconded by Andes, to approve Ziegler Park's Well Permit. Motion carried 4-0.
- C. Main Breaks on 4th St/Discussion
 - 1. On August 8, 2016 around 3:45 p.m., the contractor working on the well rehab at Well #5 turned the well on briefly to get a water sample causing a water main break in two locations under 4th St. Included in the Commissions packet there were pictures of the broken pipes. 12 feet of the 10" main was replaced in front of Miller Tool & Die, and small break in front of Gleason Reel was replaced with repair sleeve. Also a water valve for the fire hydrant at Well #5 broke, fire hydrant was cracked and is now replaced, concrete work on 4th Street will be completed. According to the contractor, Water Well Solutions, they followed all the correct procedures don't know what happened. They have accepted responsibility and agreed to pay for all damages.

VI. WASTEWATER REPORTS

- A. WWTP & Liftstations Report/Discussion
 - 1. The rain on 8/12 spiked flows up about 200,000 gallons, and on 8/20 rain spiked flows up to 1.5 MGD (added 800,000 gallons).
 - 2. Our two summer helpers finished up the last week of August. The summer helpers helped with the sewer jetting, exercising valves, lawn mowing, other maintenance items that needed to be done.

3. Still waiting for the 3rd estimate for the roof top heater on the main building, a contractor looked at the unit August 25th.
- B. Repairs to Existing Sanitary Sewer System/Discussion/Possible Action
 1. Cost Estimates Received for Repairs/Discussion/Possible Action
 - a. Still waiting for estimates for repairs, only received two estimates for the shared main repair at Barwig and Burchard. One of the contractors still has not stopped at the site. Nathan is looking at installing a manhole and line the pipe. Talked to contractor for an estimate on installing a manhole have not yet received the estimate.
- C. Sanitary Sewer Lateral Replacement Update/Discussion/Possible Action
 1. After sending letters to 9 people 22 laterals out of 27 laterals have been replaced, 5 remain. We have heard from all but 2 people, one has called diggers to replace the sewer lateral so 1 is left to be heard from. Discussed about enforcement of non-compliance examples of enforcement are Kaukauna applies a \$50/month service charge on billing until the sewer lateral is repaired, written in their ordinance. Campbellsport has homeowners replace laterals with street projects and the incentive for homeowners is to replace with the project so they do not have to pay for repairing the street.
 2. The Commission discussed the sewer lateral replacement schedule and agreed that sewer laterals connected to clay mains should not be required to be replaced until the clay main has been replaced or repaired. Pipe lining could be an option for repairing mains without having to reconstruct the road. Once a main has been lined, the sewer laterals would be replaced. After further discussion, it was decided to televise the mains and laterals as shown on the 2017 lateral replacement schedule and then view the video of Easy Street to determine if pipe lining is an option for that main. Nathan will also add an item to the 2017 budget to cover pipe lining for Easy Street in the event that it is determined that lining is a viable option. No action taken.

VII. 2017 OPERATING BUDGETS

- A. 5-Year Capital Improvement Plan/Discussion/Recommendation
 1. Discussed 5-Year Capital Improvement Plan, the Commission agreed with the goal of replacing 3 water main valves a year. Also they suggested estimates on a metal roof, and resurfacing between garage building and office should be done with street resurfacing if possible. No action was taken, will be on October's agenda.
- B. 1. Water Operating/Discussion/Possible Action

Discussed parts of the budget. Nathan recommended to wait until next month's meeting to approve because an Insurance Benefit could possibly change. This item will be on October's agenda. No action taken.
- C. 1. Wastewater Operating/Discussion/Possible Action

Discussed parts of the budget. Same as Water Operating budget will be on October's agenda. No action taken.

VIII. PERSONNEL

Convene into closed session Pursuant to Section 19.85 (1) (c) considering employment, promotion, compensation or performance evaluation of any public employee over which the governmental body has jurisdiction or exercises responsibility.

- A. Utilities Director's 6-Month Probation Review/Discussion
- B. Reconvene into Open Session for Possible Action

This item VIII. PERSONNEL was moved after III. CONSENT AGENDA.

IX. ADJOURNMENT

With no further business motion by Toellner, seconded by Detuncq, to adjourn at 7:40 P.M. Motion carried 4-0.

Nancy Trakel
Administrative Assistant