

Minutes of the Board of Water Commissioners' Meeting

Monday, March 28, 2011

Present: Commissioners G. Van De Kreeke, R. Haen, A. Stewart, and J. Trueblood, Superintendent.

Visitor: Mr. Anthony Olson joined the meeting at 4:15 P.M.

The meeting was called to order by G. Van De Kreeke, President, at 4:02 P.M.

Minutes of Previous Meeting

Motion by Commissioner Stewart, seconded by Commissioner Van De Kreeke, that the minutes of the February 2011 meeting be approved as presented. Motion carried unanimously.

Financial Reports

Partial financial Reports for December 2010, January 2011, and February 2011 were reviewed. Superintendent noted that the Utility still has an upcoming PILOT payment later this year. Commissioner Van De Kreeke motioned, with a second by Commissioner Stewart, that the financials be approved as presented. Motion carried unanimously.

Superintendent's Report

Operations' Department Report

Superintendent reported that February pumpage was up 4.6% from 2010 and had nearly returned to 2009 levels. Staff had completed remodeling the old boiler room into more usable space for the meter shop. A tour group from Lakeland College had visited the plant. Superintendent noted several incidents of intake icing during early February that had caused challenges in managing the supply of water. Superintendent commended the operations staff for their hard work and insight in addressing these problems. The Commissioners accepted the operations report as presented.

Construction Maintenance Department Report

Superintendent advised the Board of two water main breaks repaired by the crew, including other routine work. The Commissioners accepted the construction maintenance report as presented.

Old Business

Old Business Presented By Commissioners

Commissioner Stewart inquired about the Utility hosting an upcoming West Shore Water Producers meeting. Superintendent reported that he had offered to host the fall 2011 meeting, but had not yet heard back from the group. Commissioner Haen inquired about whether developments at JL French Company will result in more water usage. Superintendent reported that the Utility's primary contact had left the company, but the distribution supervisor is in the process of contacting the new person. Commissioner Stewart also inquired about some possible future regulated contaminants including perchlorite compounds and some other solvents. Superintendent reported that typically the EPA places such compounds on their unregulated contaminant list and requires utilities to gather data by sampling for the presence of the compounds. Then the EPA assesses possible regulation in the future.

Other Old Business

There was none.

New Business

Business to be presented by Commissioners

There was none.

Other New Business

Discuss and ask approval for 2011 water main projects

Superintendent presented a list including N. 6th Street, from Pennsylvania Avenue to Center Avenue; Washington Court, from N. 5th to N. 6th Street; Wisconsin Avenue, from N. 5th to N. 6th Street; N. 5th Street from Washington Court to Wisconsin Avenue; Huron Avenue from N. 10th to N. 11th Street; N. 12th and N. 13th Streets at Huron Avenue. The total estimated construction cost is \$330,000, not including design, staking, and inspection costs. About \$70,655 would be returned to the Utility in payment of private water service assessments. Commissioner Van De Kreeke made a motion to approve the projects, seconded by Commissioner Stewart, and the motion carried unanimously.

Discuss and ask approval for water main valves, fittings, and misc items

Superintendent presented a bid tabulation for various valves (ranging from \$28,250 to \$34,458.70) and a bid tabulation for fittings & misc items (ranging from \$31,853.00 to \$42,549.58). Commissioner Van De Kreeke made a motion, seconded by Commissioner Haen, to accept the low cost bids for each: HD Supply Water Works for valves at \$28,250 and Davies/Ferguson for various fittings & misc items at \$31,853. Motion carried unanimously.

Discuss and ask approval for water main contract on South Business Drive

Superintendent presented a bid tabulation for 1,595 feet of 16-inch PVC water main on South Business Drive from Weeden Creek Road to South of Riverdale Avenue, and for 1,060 feet of 16-inch PVC and 555 feet of 12-inch ductile iron water main at Weeden Creek Road and South Business Drive to 750 feet westerly. Nine responsive contractors had provided bids on the project, ranging from \$263,263.63 to \$420,578.95. Commissioner Van de Kreeke motioned, seconded by Commissioner Stewart, to accept the lowest cost responsive bid of \$263,263.63 from Kruczek Construction of Green Bay. Motion carried unanimously.

Discuss and ask approval for 2011 consumer confidence report production charges

Superintendent presented a proposal from Swann Art, Ad, and Design for \$1,755 to produce the mandatory 2011 Consumer Confidence Report for customers. Commissioner Haen motioned, seconded by Commissioner Stewart, to approve the proposal. Motion carried unanimously.

Discuss and ask approval for purchase of actuator for 30" intake line

Superintendent presented a proposal from Dorner for an AUMA actuator to operate the new valve installed on the 30" intake pipeline in the suction well. Superintendent explained the valve had proved to be very useful in directing backflush to the 36" intake pipeline during icing events. Unfortunately, without the actuator, a staff member must climb up on top of the suction well and manually operate the valve, sometimes during the nighttime. Although the item was not specified in the 2011 budget, Superintendent is highly recommending that we approve the purchase utilizing funds in place for the Wilgus Avenue VFD that were not needed. Motion by Commissioner Stewart, seconded by Commissioner Haen, to approve the purchase. Motion carried unanimously.

Discuss and ask approval for purchase of used boring mole

Superintendent presented a proposal from Quasius Rental for a 3" Vermeer pneumatic boring mole. This is in Quasius's rental stock but has only rented out six times, including twice to the Utility. On occasion, the Utility crew installs private water laterals in the street right of way, and the mole allows installation of these services with minimal digging. Commissioner Haen asked about maintenance, and Superintendent replied there would be very little for the first few years of service. The unit sells new for \$4,499. The Utility had

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budgeted \$3,000 for the item. Motion by Commissioner Van De Kreeke, seconded by Commissioner Stewart, to approve the purchase at \$2,200. Motion carried unanimously.

Discuss and ask approval for purchase of civil engineering software upgrade

Superintendent presented information on the renewal subscription for two AutoCad license seats at a total cost of \$1,890.58. Commissioner Haen motioned, seconded by Commissioner Stewart, to approve the purchase. Motion passed unanimously.

Discuss claim submitted on Martin Avenue

This item was moved forward during the meeting to accommodate the visitor, Mr. Anthony Olson, who had come to speak on the matter. Superintendent presented some background facts related to a water main leak that occurred on a lead to a fire hydrant immediately in front of the residence at 1435 Martin Avenue. Mr. Olson had submitted a previous claim that was denied, but the new claim involves the loss of personal items. Apparently the resident's insurance company had paid costs related to the denied claim.

Both the Water Utility and Fire Department had responded promptly to the leak when it was reported. Superintendent informed the Board that the resident's private water service had started leaking in July of 2010 and the resident failed to fix the problem. Finally the Utility had to repair the private water service in November due to the onset of cold weather and concerns about the public welfare. The Commissioners reviewed the claim submitted by Mr. Olson that included a detailed schedule of events and lost personal items, totaling \$33,964.44, including other specified charges as well. Commissioner Stewart asked about a time interval and Superintendent replied that the crew had some difficulty in getting a good shutdown, which is not uncommon in older parts of the City, depending on the condition of old street valves. Superintendent asked Mr. Olson if the claim had also been submitted to the City, and he responded that it had. The Commissioners asked Mr. Olson if he had anything further to add, but he did not. The Commissioners said the normal process would be to submit the matter to the Utility's insurance carrier. Commissioner Haen made a motion, seconded by Commissioner Stewart, to submit the claim to the insurance carrier for determination. Motion passed unanimously.

Discuss and ask approval for purchase of alum day tank

Superintendent explained that when the south basin was constructed, the project included alum storage tanks sufficient for the entire treatment process. However, for some years, the Utility has continued to operate the old alum storage tanks, constructed in 1959. Recently tests were conducted to run all of the alum storage and feed from one location in the south basin. So it is clear the old alum storage tanks and feed system are no longer needed. Originally staff planned to utilize the old alum day tank in the new location, but in order to move the tank, an exterior door would have to be dismantled. Also the tank is ten years old. Superintendent recommended that even though we did not specifically budget for this item, a new 1,000 gallon tank should be purchased, at a cost of \$1,916.74. Commissioner Van De Kreeke made a motion, seconded by Commissioner Stewart, to approve the purchase. Motion passed unanimously.

Discuss and ask approval of intake pipeline maintenance

Superintendent informed the Board that some new information was learned during the recent intake icing events. In particular, when divers encountered the 36" intake bell structure, they found relatively small amounts of frazil ice inside the bells themselves and very little in the adjoining elbows. When this ice was removed, the suction well level did not return to normal levels, indicating icing in some other location within the pipeline. It is also possible that some icing remained on the 30" intake. In light of delays on funding the new intake pipeline project, Superintendent relayed his feeling that further investment in the existing pipelines is now warranted. Superintendent had asked Jim Carter to solicit proposals from two firms for

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inspecting the intake pipelines, as this has not been done for 15 years. The older, longer 30" pipeline is relatively easy to inspect. However, the shorter 36" pipeline was fitted with three 2" hdpe pipes placed internally to allow the feed of potassium permanganate at three of the nine bells. Two of these lines have failed. Originally these lines were installed in advance of zebra mussel infestation. The true effectiveness of these chemical feed systems in deterring infestation has never been documented. So the Utility would like to inspect the 30" pipeline and determine the extent of internal zebra mussel infestation. If it is minimal, then the Utility would have the old chemical feed lines in the 36" intake pipeline removed, so that pipeline can also be inspected; Commissioner Stewart mentioned that the chemical feed lines might have some salvage value. In both cases, inspection would be a prelude to possible cleaning at a later date, if necessary. Lake Erie Diving, Inc. and Underwater Construction Corporation both provided proposals. Lake Erie proposed a sum of \$36,834 for mob/demob, administration, internal inspection of 30" pipeline, internal inspection of 36" pipeline, and removal of three chemical feed lines from the 36" pipeline. Underwater Construction proposed a sum of \$29,499 for mob/demo, administration, internal inspection of 30" pipeline, and internal inspection of 36" pipeline. They did not propose on removing the chemical feed lines. Commissioner Van De Kreeke made a motion, seconded by Commissioner Haen, to accept the proposal from Lake Erie Diving. Motion passed unanimously.

Correspondence

2010 PSC Annual Report

Superintendent presented each Commissioner with a copy of the report.

Approve Vouchers

Motion by Commissioner Van De Kreeke, seconded by Commissioner Haen, that the gross payroll of \$133,011.98 and that the general vouchers of \$238,439.06 be allowed and ordered paid. Motion passed unanimously.

Personnel

Governor's bill on collective bargaining

Superintendent presented the Commissioners with a copy of the letter that recently went out to employees explaining some ramifications of the bill if it goes into law. There was some discussion about the development of policies in place of contractual requirements in the future.

Longevity steps

Superintendent advised the Board that the new accounts clerk and the administrative assistant should receive steps at their six month anniversary in April.

Other Matters

There were no other matters discussed.

March Board Meeting

The next Board Meeting will be on Monday, April 25, 2011, at 4:00 p.m. in the Utility conference room.

There being no further business, the meeting adjourned at 5:30 PM on a motion by Commissioner Haen, seconded by Commissioner Van de Kreeke. Motion carried unanimously.

Minutes taken by:
Superintendent
Joe R. Trueblood

Raymond W. Haen, Secretary