

Minutes of the Board of Water Commissioners' Meeting

Monday, January 26, 2015

Present: Commissioners G. Van De Kreeke, R. Haen, M. Heinz, and J. Trueblood, Superintendent.

The meeting was called to order by G. Van De Kreeke, President, at 4:02 P.M. All present recited the Pledge of Allegiance.

Minutes of Previous Meeting

Motion by Commissioner Van De Kreeke, seconded by Commissioner Haen, that the minutes of the December 22, 2014 meeting be approved as presented. Motion passed unanimously.

Financial Reports

The report of billing for December was reviewed; other financials will not be available until Ms. Gottsacker has closed the books for 2014. Commissioner Haen made a motion, seconded by Commissioner Van De Kreeke, to accept the financials as presented. Motion passed unanimously.

Superintendent's Report

Operations' Department Report

Superintendent reported that December pumped water was down about 4% last year, possibly due to the large number of water main breaks last year. Superintendent then reviewed the summary of operations work for the month. The Commissioners accepted the report as presented.

Construction Maintenance Department Report

Superintendent reviewed recent maintenance work. Four water main breaks were repaired in December, including one on Christmas day. The Commissioners accepted the report as presented.

Old Business

Old Business Presented By Commissioners

None.

Other Old Business

Update on UV project

Superintendent informed that the mandatory pre-bid meeting was held. Commissioner Van De Kreeke asked how many bids might be expected, and Superintendent stated that the sign-in record showed a possibility of five. Bids are now due on February 5, 2015. Superintendent also relayed that WDNR has stated the interest rate on the safe drinking water loan will be 1.65%.

Update on Erie Avenue reservoirs' letter replacement

Superintendent reported the letters have now been replaced by the general contractor, Preload, who subbed the work to RLO Signs. The letters do have a different reflectivity than the previous letters, but this might change over time. Superintendent noted that RLO did not use the approved adhesive on one tank, and this has been relayed to the engineers for analysis.

New Business

Business to be presented by Commissioners

None

Other New Business

Discuss and ask Board approval of replacement furniture for plant training room

Superintendent requested replacement of various old furniture that has been used in the plant training/break room for many years. The plan is to convert the space into more multi-use to accommodate training and various meetings. Superintendent presented a proposal supplied by EBI for Hon hospitality cabinets, 4 Hon Huddle tables, 11 Hon motivate chairs, and a 24/7 heavy duty chair for the control room at a cost of \$5,800.51, plus delivery and setup not to exceed \$485.00. After discussion about the setup charges, Commissioner Heinz made a motion, seconded by Commissioner Haen, to approve the purchase from EBI as proposed. Motion passed unanimously.

Inform Board of trial period for a reduced-phosphate corrosion control chemical

Superintendent informed the Board that the Utility had been using a 70/30 poly to orthophosphate blend for corrosion control since the early 1990's. This was in response to lead and copper test results conducted in that same time frame. The chemical was successful in coating water laterals and reducing corrosion of copper and lead in those laterals. Recently, it has been noted that a 90/10 blend is now available and is more suited to surface water treatment plants: it is expected to produce similar results at less cost and possibly reduce total phosphate addition from 0.14 ppm to 0.09 ppm. After discussion and approval by WDNR, the Utility would like to switch to the 90/10 blend for a six month trial period. This switch is anticipated to save \$5,000 per year. However, to ensure the corrosion control is still adequate, the Utility would be required to take samples after the six month period and assess the results. After discussion, the Board members concurred with the trial period. Commissioner Van De Kreeke made a motion, seconded by Commissioner Heinz, to accept the proposal from Hawkins Water Treatment Group for delivery of the 90/10 chemical at a price of \$6.80 per gallon. Motion passed unanimously.

Discuss and ask Board approval for annual purchase of water meters

Superintendent presented a proposal from Badger meter for 400 5/8" w Orion, 450 1/2" w Orion, 55 2" bare, and various other smaller quantities of meter equipment at a total cost of \$228,047. Commissioner Van De Kreeke made a motion, seconded by Commissioner Heinz, to approve the purchase. Motion passed unanimously.

Discuss and ask Board approval of updated employee handbook

Superintendent reviewed minor changes to the handbook that was originally approved in December 2011. Legal counsel had conducted a full review of the handbook. Once the changes are complete, Superintendent was directed to issue the updated handbook to all staff members.

Discuss refunding issue involving reconnection charges

Superintendent reviewed documentation provided by the fiscal department describing how the Utility had incorrectly interpreted reconnection charges, R-1, in the Utility's rate tariff. Superintendent had discussed the issue with PSC earlier in 2014 and there was concurrence that the problem needed to be rectified. According to code, any billing errors would need to be corrected going back six years. The basic problem involved treating reconnection charges as specific to an address rather than to a customer; so, in some cases, later customers at an address received reconnection charges that should have been applied to earlier customers at that address. Utility staff conducted exhaustive research to determine the number of incorrect billings going back six years. The total amount of incorrect billing came out at approximately \$33,500: in most cases, the incorrect amount was either \$35, \$40, or \$50 depending on the rate tariff in effect. The Utility has corrected this misinterpretation once it was discovered. Refunds will be mailed to customers early in 2015. The Commissioners discussed the issue and were in agreement with the corrections and refunding.

Discuss and ask Board approval of water main projects

Superintendent reviewed a list of water main projects proposed for 2015 including South Taylor Drive from Washington Avenue to Behrens Parkway at \$1.3M, South 32nd from Crocker Avenue to Washington Avenue at \$138k, and New York Avenue from N. 7th to N. 8th Street at \$40k. None of these projects has assessable amounts. Commissioner Van De Kreeke made a motion, seconded by Commissioner Heinz, to approve the projects. Motion passed unanimously.

Discuss and ask Board approval of replacement backhoe

Superintendent reviewed background on the Utility's existing 2006 John Deere loader/backhoe. Three new units were tried in the field by the Utility's CM crew: the recommended unit was the Case 590 SN loader backhoe. With trade-in, the cost proposal from Miller, Bradford & Risberg was \$65,825 including a trade-in allowance of \$31,000. A proposal for the competing John Deere 410K came in at \$69,410 on the same basis. Commissioner Haen made a motion, seconded by Commissioner Van De Kreeke, accepting the low cost proposal for the Case 590 SN. Motion passed unanimously.

Discuss and ask Board approval of inspection of abandoned 20" intake pipeline

Superintendent provided background details on an 1,800' 20" cast iron intake pipeline that was abandoned in place in earlier years. Some information had indicated the intake had a cracked pipe and was plugged. However, on reviewing some other drawings and old contracts, Utility staff discovered the cracked pipe had been repaired but the intake was never cleaned. In December, staff performed tests indicating the intake pipeline was supplying about 1 MGD of flow, which indicates significant clogging. Staff then met with Ballard Marine Construction to discuss plans for possible rehabilitation of this asset as an emergency back-up intake. The first phase would involve robotic inspection of the pipe interior and determination of the extent of blockage. Superintendent reviewed a cost proposal from Ballard indicating a mobilization charge of \$400 per day and ROV charge of \$2,500 per day for inspection. Dive operations would be at \$3,200 per day along with a \$570 per day vessel charge. Dive mobilization would be at \$700 per day. After discussion Commissioner Haen made a motion accepting the proposal and authorizing Superintendent to proceed with initial inspection from the suction well, and, if that proves promising, to then move to complete the inspection from the crib out in the Lake. After the inspection is complete, the Utility can then assess rehabilitation plans. Commissioner Heinz seconded the motion, which passed unanimously.

Discuss and ask Board approval of replacement peristaltic pumps

Superintendent presented a proposal from Hawkins Water Treatment for two Blue-White M324-SNH chemical metering pumps at a total cost of \$7,700 for use in the new inline-mixer manifold system. Commissioner Haen made a motion, seconded by Commissioner Heinz, to accept the proposal. Motion passed unanimously.

Discuss new PSC rules or Info

There was further discussion on PSC's involvement with Milwaukee's rate of replacement of water mains.

Correspondence

None

Approve Vouchers

Motion by Commissioner Haen, seconded by Commissioner Heinz, that gross payroll for December of \$149,312.34 and general vouchers of \$296,669.99 be allowed and approved. Motion passed unanimously.

Personnel

Update on new water treatment operator status

Superintendent informed Board that Mr. Johnson has received his WDNR surface water certification, has completed his training period, and has now been placed in his own operating shift.

Other Matters

Next Board Meeting

The next meeting is tentatively scheduled for February 16, 2015, at 4:30 PM.

With no further business, the meeting adjourned at 5:25 PM on a motion by Commissioner Haen, seconded by Commissioner Heinz. Motion carried unanimously.

Minutes taken by:
Superintendent
Joe R. Trueblood

Raymond W. Haen, Secretary