



Minutes of April 16, 2014

A meeting of the Wausau Water Works Commission was called to order at 11:00 a.m. in City Hall on April 16, 2014. In compliance with Wisconsin Statutes, this meeting was posted and receipted for by the Wausau Daily Herald on April 14, 2014.

1) **Roll Call**

Members present: President Tipple, Commissioners Gehin, Otto, Rebman, Winters and Utilities Director Marquardt.

Others present: Dave Erickson; Deb Geier; Anne Jacobson; Tom Blaschka; Brad Wendtland; Ken Ligman, Becher Hoppe Associates.

2) **Approve Minutes of March 4, 2014**

Motion by Mr. Rebman to approve the minutes of the March 4, 2014. Seconded by Mr. Gehin. Motion carried unanimously 5-0.

3) **Request authorization to purchase or lease a tractor for sludge spreading operations.**

Dave Erickson explained that sludge is hauled from the Wastewater Plant to farm fields. The sludge cannot be spread on frozen fields so it is stockpiled and each spring there is a crunch time where the sludge can be hauled before the farmers plant. For the last ten to twelve years, they have utilized DPW trucks to haul to a spreader that is pulled behind a rented tractor. They have run into issues in the past where area dealers do not have units available to rent. The past few years they have rented a tractor from an individual farmer, but that is not the best arrangement to follow. Also, Erickson has not been able to find a farmer to rent from this year. Swiderski Implement will lease a unit for \$60 an hour (versus \$50 an hour paid in the past to the individual farmer) with a 100 hour minimum, which is close to hours used in a normal year. Erickson spoke with Swiderski recently and the unit that was quoted to lease may have been sold. The other option is to purchase a unit. There is a tractor for sale in the Eau Claire area for \$31,500. Brad Wendtland and Tom Blaschka have looked over the unit. Wendtland stated the market value with the hours and options is \$42,000. The tractor is a 1991 and has 10,000 hours on it and usually a unit of this type can get 15,000 plus hours before there are mechanical issues. Marquardt stated staff also looked into leasing a unit from Riverview Construction. However, Riverview provides an operator with the tractor at a rate of \$150 per hour. There are concerns about having a private contractor spreading on farmers' fields and possibly damaging private property. Rebman questioned if the Utility had any other uses for a tractor. Blaschka stated the Water Department could purchase a spreader to utilize in the fall to get rid of their lime sludge. Erickson indicated the fall is another crunch time where sludge can be spread on the fields. Tipple compared the rate from Swiderski to the cost of purchasing a unit and stated the pay back would not be long. Wendtland explained that costs for leasing are around \$6,000 a month and if a unit is purchased staff would not have to worry about returning a leased unit in a month as it costs an additional \$1,500 a week for every week over a month. A new tractor would cost approximately \$200,000.

Motion by Mr. Rebman to authorize the purchase of a tractor for sludge spreading operations. Seconded by Mr. Winters. Motion carried unanimously 5-0.

4) **Request approval to negotiate with owner of property at 1524 Cleveland Avenue to purchase property for replacement of Cleveland Avenue lift station.**

Marquardt explained the current lift station is located in the pavement of the intersection of Cleveland Avenue and Chellis Street. The lift station is in need of repair and staff would like to look at possibly moving the lift station to a nearby vacant lot. The property owner to the west purchased the lot last year with the intention of building a garage. Staff would like approval to approach the property owner and negotiate with them to purchase a portion of the lot for the lift station. Erickson explained the lot is L shaped and although the lot has not been appraised, he believes it would cost less than \$10,000 based on the assessed value. Tipple questioned the cost to move the lift station. Ken Ligman replied it would be close to \$100,000. He stated the existing lift station is in the pavement below flood elevations and the cover is not leak-proof as it is impossible to get a traffic-rated leak-proof cover. Therefore, it would be subject to flooding and the structure located in the road presents a danger when the operators work on it. Erickson noted that the check valves are inside and to access them requires a confined space entry. There have been discussions on replacing the lift station and it makes sense to move it. Marquardt stated the existing lift station could be kept in service while the new one is being constructed. Gehin commented that this was one of the first submersible lift stations installed and it is not built to today's standards of safety.

Motion by Mr. Winters to direct staff to negotiate with the property owner of 1524 Cleveland Avenue regarding the purchase of the property for the replacement of the Cleveland Avenue lift station. Seconded by Mr. Otto. Motion carried unanimously 5-0.

5) **Request approval to solicit quotations for HVAC system for Wastewater Plant building**

Marquardt explained that the HVAC system is old and needs repair and updating. With the amount of repairs needed, it would make sense to replace the system. Marquardt inquired with City Attorney Anne Jacobson for her opinion if this would fall under a public works project. Jacobson does believe this would be a public works project. She explained the League defines public construction as remodeling, renovation, installation of fixtures, and repairs to municipal buildings. She also reviewed referenced legal opinions where things such as roof repairs, electrical repairs, plumbing installation, installing partitions, and moving walls were also defined as public construction. When looking at the City's procurement policy, this would fall under purchase of construction services, and the purchase of construction services over \$25,000 requires a formal bid process. Discussion followed on the agenda item being listed as approval to solicit quotations versus bids. After discussion of the legal opinion and the procurement policy, Jacobson indicated a motion could be made for the solicitation of bids.

Motion by Mr. Winters to approve the solicitation of formal bids for the replacement of the HVAC system for the Wastewater Plant building. Seconded by Mr. Rebman. Gehin does not believe this was included in the budget under the replacement fund and this equipment would fall under that. There being a motion and a second, motion to approve the solicitation of formal bids for the replacement of the HVAC system carried unanimously 5-0.

6) **Request to bottle more Northwoods Mist**

Marquardt explained there are approximately 15 to 20 cases of Northwoods Mist water remaining in stock. Although the Utility does not sell much bottled water, it is used as a promotional item. The Utility receives requests for events, such as races. Tipple stated the bottled water is used by the Mayor's Office and Economic Development as a promotional and marketing item when perspective and existing businesses are looking at future development. Geier indicated it would cost between \$6,000 and \$7,000 for a shipment that will last a little over a year.

Motion by Mr. Otto to approve the bottling of more Northwoods Mist. Seconded by Mr. Rebman. Motion carried unanimously 5-0.

Mr. Gehin noted that he does not want his Commission Appointment and his employment with Becher Hoppe Associates to represent a conflict of interest. He has reached out to City Attorney Jacobson and will provide a job outline. If a conflict of interest does appear with a future agenda item, he will leave the room and abstain from voting.

Marquardt noted that the next agenda will include the PSC report. The percentage of loss of water was previously above 20% but was down to 6% in 2013.

7) **Adjourn**

There being no further business to discuss, motion was made by Mr. Rebman to adjourn the meeting. Seconded by Mr. Gehin. Motion carried unanimously 5-0. Meeting adjourned at approximately 11:30 a.m.

/s/ Keene Winters

Secretary