



## Minutes of October 4, 2016

A meeting of the Wausau Water Works Commission was called to order at 1:30 p.m. in City Hall on October 4, 2016. In compliance with Wisconsin Statutes, this meeting was posted and receipted for by the Wausau Daily Herald on September 28, 2016.

### 1) **Roll Call**

Members present: President Mielke, Commissioners Abitz, Force, Gehin, and Rebman.  
Others present: Eric Lindman, Scott Boers, Dave Erickson, and Valerie Swanborg.

### 2) **Approve Minutes of the September 6, 2016 meeting**

Motion by Rebman to approve the minutes of the September 6, 2016 meeting. Seconded by Gehin. Motion carried unanimously 5-0.

### 12) **Monthly Financial Reports and ongoing tracking of the budget.**

This item was taken out of agenda order.

Swanborg explained that the Water Utility is running at a 14.7% revenue increase over the prior year. The expenses are running approximately 2% over the prior year. The labor and supplies and expenses categories are close to budget. Labor is running a little over budget but the benefits are running below, which offsets being over budget. The Sewer Utility revenues are consistent with prior year at about 1.8% above. The expenses are about 12% over prior year, which she believes is due to timing. She noted that building materials and supplies and expenses are significantly below budget but are expected to catch up towards the end of the year when bills come in from summer and fall work.

Abitz thought an increase of employees had been approved. Lindman confirmed and stated this is still pending as it will also be considered by the HR Committee. Gehin indicated this would likely not affect this year's budget.

Force questioned why change over prior year is charted on the revenue side but not on the expense side. Swanborg stated it was difficult to get three years of good comparison. Data on 2013, 2014 and 2015 is the best estimate she could do to spread some of the annual expense comparable to how it is recorded now. She can add this starting with 2017. She feels the best comparison right now is 2015. The Water side prior year expenses in August and September show a higher amount. This is due to expenses regarding lead lateral replacement.

### 3) **Director's Report on Utility Operations**

Since the Director's Report is reviewed by the Commission members prior to the meeting, the Commission agreed by consensus to forego the reading of the report and ask questions on any items.

No questions were brought forward. Motion by Force to approve the Director's Report as presented and place on file. Seconded by Rebman. Motion carried unanimously 5-0. Gehin wanted to highlight that the Wausau Tapping Crew beat out Madison, which is a great achievement.

**4) Discussion and possible action on contract amendment with Clark Dietz, Inc., regarding the 72<sup>nd</sup> Avenue Lift Station Replacement Project. (This item was tabled from the September 6, 2016 meeting.)**

Lindman stated this item was tabled because Community Development had a RFP out for completing some of the same work. It was decided that Community Development will complete the layout. Therefore Clark Dietz has revised the amendment cost to \$23,800, which brings the total contract to \$69,280 for the lift station work.

Rebman moved to approve the contract amendment with Clark Dietz, Inc. Seconded by Force. Motion carried unanimously 5-0.

**5) Discussion and possible action to accept holding tank waste from Maine Elementary School.**

Lindman stated the agreement provided is a draft. Erickson explained he has only communicated with the contractor and not the school district. The agreement would be with the Wausau School District. If the committee recommends moving forward, the draft agreement would be reviewed by the City Attorney and the Wausau School District. Abitz asked if there was anything that needed to be looked at due to the recent change regarding the Village of Maine. Lindman replied not with this agreement. Gehin noted that this agreement is just to serve the school. Lindman indicated the DNR wanted an open ended agreement but he is unsure if the City Attorney would agree with that. He recommends moving forward and working with the City Attorney and the school district's attorney on a formal agreement, which would be brought back to the Commission.

Gehin questioned if the waste would exceed 32,000 gallons. Erickson stated 32,000 is the maximum but believes it will be half of that or less. He feels it would be 6,000 gallons two to three times a week.

It was decided to table this item. The agreement will be brought back once reviewed by the attorneys.

**6) Discussion and possible action on revised resolution to approve application for an administration of the Safe Drinking Water Loan Program.**

Lindman explained a resolution went to the Common Council that approved a Safe Drinking Water Loan program. The resolution was written general and indicated authorized staff would be able to apply for the program. The DNR wanted specific positions or individuals listed in the resolution. The revised resolution authorizes the Director of Public Works and Utilities and the Water Operations Superintendent to apply and administer the funds. The resolution is also specific for 2017 and 2018 funding. Any applications beyond 2018 would come back to the Water Commission and then Council. This program is only for the lead service line replacement forgiven loan program.

Rebman moved to approve the revised resolution approving application for an administration of the Safe Drinking Water Loan Program. Seconded by Gehin. Motion carried unanimously 5-0.

**7) Discussion and possible action on establishing a policy to extend the Lead Service Line replacement funding received by the WDNR as a forgivable loan.**

Lindman indicated the Water Department has been trying to figure out how to pay for replacement of private side lead service laterals. The Utility will be receiving \$300,000 in 2017. Boers has compiled a list of State certified daycares that may have lead services. Boers indicated there are 19 private lead services that should be replaced with two to three more to be verified. The schools have been screened and there are no lead services into the schools. Staff is focusing on daycares and Pre-K schools. They began with a list of 45. 19 have been confirmed with lead and staff has a handful to recheck. Lindman stated the daycares are a high priority and the funding will

be used to fund the private side replacement at 100%. Staff is wondering how to administer the remaining funds for residential properties and if it should be a cost share which would allow the funding to go further. Force asked if there was an estimate on the amount of funds that would be remaining after daycare lines are replaced. Lindman believes there will be a couple hundred thousand remaining as the average is \$3,000 for private side replacement. Lindman is proposing to pre-qualify plumbers, which is allowed by the DNR. The homeowner then would select a plumber from that list. By doing this, the City would not have to enter into another contract with plumbers. Force questioned if there was a benefit to having one or two firms do everything. Rebman stated the customer can make their own choice of a plumber off the list. Force asked if there was a max that one could apply for. Lindman replied no and noted the average cost is \$3,000. Force asked if there was a cap or control over what a plumber could charge. Lindman said it would have to be reasonable. He asked if the Commission would like to set a cost cap, such as \$1,500 or \$1,800 with anything beyond that being the homeowner's responsibility. This would make the funding go further and puts responsibility on the property owner to keep the cost down. Gehin asked if we would be more liberal with high risk ones versus individual homes. Boers stated that some State licensed daycares are in rental properties where landlords may not be inviting to take on the cost. Typical spending when replacements are done during street projects has varied with most costing between \$2,000 to \$2,300. There was one that was as high as \$6,000. It varies by property depending on where the service lies. In the case where the replacement was very expensive, the service was under the driveway. If the Utility is changing their portion, there are cost saving measures that can be done, such as changing the location of the service. Gehin questioned the number of services on our side that would need to be changed regarding the 19 daycare sites to which Boers replied less than half. Gehin asked if we can recover our costs, however Boers indicated we cannot. Gehin stated lead can be extended inside the building and asked if this was only focused on the outside. Lindman answered this is only up to the meter and we cannot force the homeowner to do anything on the inside. Force believes we need to get the lead service lines out at the places with small children. What the owner of the property does inside of the building is another issue.

Lindman stated the funding is for two years, 2017 and 2018, and is up to \$300,000. Force questioned how that amount was established. Lindman replied by population. Lindman stated initially we would look at replacements along street reconstruction projects as we can keep some costs down since we are already replacing some sidewalk and services.

Force moved to pay 100% of the replacement costs for the State certified daycare facilities. Seconded by Gehin.

Gehin questioned if the sewer lateral costs are a part of this as it may be in the same trench as the water line. Boers indicated we can cover labor for digging the trench but cannot cover materials. Depending on the length of the sewer lateral service, material would cost between \$60 and \$120. Gehin feels this should be done unless the homeowner can show it has been done recently.

There being a motion and a second, motion to pay 100% of the replacement costs for the State certified daycare facilities carried unanimously 5-0.

Force asked how many residential properties would come forward to replace their line. With the street projects there would be approximately 70 to 80. Boers indicated the money has to be used on service replacement. Therefore, our service has to be replaced along with the private side. During street reconstruction projects, we are replacing our side already and it is economically feasible for the homeowner to do their side. Depending upon the amount of funding left after the street reconstruction projects, Boers thought we should go back to prior street reconstruction projects to replace lead services. Lindman stated if there are funds left over they can be carried over into 2018.

Gehin moved to approve paying \$1,500 towards replacements costs for residential properties. Seconded by Rebman. Motion carried unanimously 5-0.

**8) Discussion and possible action for staff to apply for the 2018 WDNR Lead Service Line forgivable loan program.**

Lindman stated this is regarding the revised resolution that was approved earlier. He is looking for authorization to apply for 2018 funding. The deadline for applying is October 18.

Gehin moved to authorize staff to apply for the 2018 WDNR Lead Service Line forgivable loan program. Seconded by Rebman. Motion carried unanimously 5-0.

**9) Discussion and possible action on a permit for a new private well at St. Matthew's Church.**

Boers explained that St. Matthew's had a well that was in rough shape. The well was abandoned and a new well was drilled. Roger Lang, Lang Well Drilling, is a member of the church and did the work. He indicated he was not aware of the need for a permit.

Rebman moved to approve a permit for a new private well at St. Matthew's Church. Seconded by Gehin. Motion carried unanimously 5-0.

**10) Discussion and possible action on opportunity for the Wausau Water Works Tapping Team to compete nationally at the AWWA Convention in Philadelphia.**

Rebman moved to approve the Wausau Water Works Tapping Team competing nationally at the AWWA Convention in Philadelphia. Seconded by Force. Motion carried unanimously 5-0.

**11) Discussion and possible action on a sole source purchase of a pump for the Monroe Booster Station.**

Boers explained that the Monroe Booster Station is slated to be upgraded in 2018. A valve on East Wausau Avenue is leaking. When the Brown Street Booster Station and tower were tied to the Monroe section, the valves were not configured so it could be fed from either side. To replace the leaking valve, the entire intersection needs to be shut down, which shuts off the booster station and the tower for 1,400 residents. The pumps in the Monroe Booster Station were not upgraded when the tie in was put together, so the pumps do not do anything unless the water pressure drops to half. This particular pump proposed for purchase is the biggest that can be put in the Monroe Booster with the available power. After the Monroe Booster Station is rebuilt in 2018, this pump will fit into 28<sup>th</sup> Avenue. This pump needs to be replaced now to repair the leaking valve on East Wausau Avenue.

Gehin moved to approve the sole source purchase of a pump for the Monroe Booster Station. Seconded by Force.

Gehin believes the sole source purchase amount should be increased to \$25,000.

There being a motion and second, motion to approve the sole source purchase of a pump for the Monroe Booster Station carried unanimously 5-0.

**13) Adjourn**

There being no further business to discuss, motion was made by Rebman to adjourn the meeting. Seconded by Gehin. Motion carried unanimously 5-0

Lori Wunsch, Recording Secretary

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