



OFFICIAL NOTICE AND AGENDA  
of a meeting of a City Board, Commission, Department  
Committee, Agency, Corporation, Quasi-Municipal  
Corporation, or Sub-unit thereof.

A Meeting of Wausau Water Works Commission will be held in the  
Council Chambers, 1st Floor City Hall, Wausau, WI 54403 at 1:30 p.m. on  
Thursday, April 23, 2020.

AGENDA

1. Approve Minutes of March 3, 2020 Meeting.
2. Director's Report on Utility Operations
  - Water and Sewer Crew Schedule.
  - Utility Work Related to Aspirus Clinic Downtown.
  - PSC Public Hearing on Water Rates Proposed.
  - DWTF Proposed Solar Generation Project.
  - New Lead and Copper Rule and How it Affects the Utility.
  - Ryan Dwelly has been Hired as the Collection System Supervisor.
  - Memorial Park and Sturgeon Eddy Sewer Main Project.
  - Thomas Street Siphon Project.
  - Ehler's Finalizing Proposed Sewer Rate Increases.
  - CIPP Project Bid Results.
  - Update on I/I Study for the Wastewater Collection System.
  - Wastewater Staff Vacancies.
3. Discussion and Possible Action on Applying for Private Side Lead Service Line Forgivable Loans.
4. Discussion on Establishing a Mandatory Private Side Lead Lateral Replacement Ordinance.
5. Discussion and Possible Action on Installing a Barrier around the Reservoir Park Overflow Pipe.
6. Discussion and Possible Action for a Water Conservation Education Program to Help Customers Offset Higher Water Bills.
7. Discussion and Possible Action on Approving an Amendment from Clark Dietz Engineers for Construction Management Services Related to the Industrial Park Lift Station & Force Main Projects.
8. Discussion and Possible Action Regarding Transfer of Warranty Maintenance Contract for the Micro-turbines from Unison Solutions to Vergent Power Solutions.
9. Discussion and Possible Action on Hiring a Third Party Consultant Firm to Complete an Asset Management/Operation Assessment of the Proposed DWTF & WWTF to Allow for Enhancing System Operations and Data Usage.
10. Discussion and Possible Action on the Award of the DWTF Project.
11. Discussion and Possible Action on the Award of the WWTF Project (Bid Opening April 21, 2020).
12. Discussion on the Next Proposed Commission Meeting.

Adjourn.

Due to the COVID-19 pandemic, this meeting is being held in person and via teleconference. Members of the media and the public may attend in person, subject to the social distancing rules of maintaining at least 6 feet apart from other individuals, or by calling 1-408-418-9388. The Access Code is 622 491 095 and the password is 69527543. Individuals appearing in person will either be seated in the Council Chambers or an overflow room, subject to the social distancing rules. Space available will be on a first come, first served basis. All public participants' phones will be muted during the meeting. Members of the public who do not wish to appear in person may view the meeting live over the internet at <https://tinyurl.com/wausaucitycouncil> on the City of Wausau's YouTube Channel [https://www.youtube.com/channel/UC-Nigpdco\\_i8sq5FbbJD\\_aw](https://www.youtube.com/channel/UC-Nigpdco_i8sq5FbbJD_aw), live by cable TV, Channel 981, and a video is available in its entirety and can be accessed at <https://waam.viebit.com>. Any person wishing to offer public comment who does not appear in person to do so, may e-mail [michelle.weasler@ci.wausau.wi.us](mailto:michelle.weasler@ci.wausau.wi.us) with "Water Commission public comment" in the subject line prior to the meeting start. All public comment, either by email or in person, will be limited to items on the agenda at this time. The messages related to agenda items received prior to the start of the meeting will be provided to the Chair.

In accordance with the requirements of Title II of the Americans with Disabilities Act of 1990 (ADA), the City of Wausau will not discriminate against qualified individuals with disabilities on the basis of disability in its services, programs or activities. If you need assistance or reasonable accommodations in participating in this meeting or event due to a disability as defined under the ADA, please call the ADA Coordinator at (715) 261-6590 or [ADAServices@ci.wausau.wi.us](mailto:ADAServices@ci.wausau.wi.us) to discuss your accessibility needs. We ask your request be provided a minimum of 72 hours before the scheduled event or meeting. If a request is made less than 72 hours before the event the City of Wausau will make a good faith effort to accommodate your request.



## **Minutes of March 3, 2020**

A meeting of the Wausau Water Works Commission was called to order at 2:30 p.m. in City Hall on March 3, 2020. In compliance with Wisconsin Statutes, this meeting was posted and receipted for by the Wausau Daily Herald on February 28, 2020.

Members present: President Mielke, Commissioners Force, Miller, Herbst, Gehin.  
Others present: Eric Lindman, Dave Erickson, Scott Boers, Valerie Swanborg, Ric Mohelnitzky, Toni Vanderboom, Meleesa Johnson/Director of the Marathon County Solid Waste Department, Steve Opatik/Becher Hoppe, Tonia Westphal/Clark Dietz, Mike Gerbitz/Donohue, Diane Thounne/Clark Dietz.

### **1) Approve Minutes of the February 4, 2020 Meeting.**

Herbst moved to approve the minutes of the February 4, 2020 meeting. Seconded by Gehin and the motion carried 5-0.

### **2) Director's Report on Utility Operations.**

Gehin advised he was at the bid opening and he thinks they came out exceptionally. Force asked exceptional compared to what? Gehin responded that there were things budgeted that we didn't think we'd be able to cover, we'll get a report in April. Force asked if there were expectations going in and if these were favorable to that. Lindman advised he didn't know the exact number of the engineer estimate of the base bid offhand but the low base bid did come in under the estimate. There are alternates that are now required based on the DNR letter regarding groundwater under the direct influence. The engineers are looking at all of the bid tabs. The low bidder looks to be Miron.

Force asked about the Aspirus Clinic utilities, is that project our cost. Lindman advised the utility is paying for that project. Force asked what the cost is. Lindman advised it's out for bid right now but can bring that back in April.

Director's Report placed on file.

### **3) Discussion and Possible Action to Hold a Household Hazardous Waste Cleanup Event. Presentation by Meleesa Johnson, Director of the Marathon County Solid Waste Department.**

Johnson – Director of the Marathon County Solid Waste Department in the Town of Ringle:  
She was contacted by Mohelnitzky about the commission's interest in potentially having a clean sweep with the spring cleanup event. She isn't sure the city wants to take that on due to the considerable cost and the fact that Marathon County provides this service 250 days out of

the year free of charge to Marathon County Residents. They allocate \$175,000.00/year for this service. This is a priority program and they will continue to provide this service without charge to Marathon County residents. She explained that Wausau can certainly have an event however, trying to secure a hazardous waste transporter in short order would be very difficult. Those are booked for communities that don't have a hazardous waste program and do hold events. By her estimation, it would probably cost Wausau approximately \$50,000.00-\$75,000.00 for this event and they can provide the service without charge.

Mielke stated that we do want to be as helpful as possible to our residents however the cost involved would be a lot of money for a one-time event. Johnson explained that we could manage costs by having staff sort, identify and contain however there will still be a need for containment vessels, safety protocols, respirators and training for preliminary identification.

Force asked how much volume of household hazardous waste they receive at the landfill. Johnson advised last year they had approximately 60,000 pounds. Force asked how many individual residents used the service. Johnson advised about 1,000. Force voiced his concern regarding convenience as Ringle is far for some residents and a lot of people probably aren't aware of this service.

Johnson explained that since they moved this service to Ringle, the people using it has tripled. If the city were to conduct a clean sweep event such as this, they would not be able to handle the volume as they have a fairly small storage area. Wausau would need to hire a hazardous waste company. They contract with Veolia Technical Solutions.

Force asked about just doing neighborhood clean ups. For instance, his block. Johnson advised that notice would be required as she needs the staff available to handle it. Force asked Mielke if the neighborhood groups would be a good way to get groups together to collect and haul to Ringle. Johnson advised if we went with that type of model, we would want a safety protocol in place for whomever is collecting and hauling the hazardous waste.

Mohelnitzky came forward and stated this opened his eyes in regards to cost and logistics. He also advised that they would offer to hand out hazardous waste flyers during the large item drop off events and maybe some additional advertising on our webpage. He doesn't think that everyone knows that this is a free service and Ringle is not that far to go.

Miller advised along the lines of getting information out, maybe a PSA would be applicable in the future.

#### **4) Discussion and Possible Action on Accepting Leachate from the Landfill.**

Lindman advised we've had previous discussions about accepting leachate from the landfill and being a solution for that moving forward. Erickson has been working with Johnson and Donohue has prepared some information regarding the BOD's and what we can expect. We would like to move forward with accepting that leachate based on the parameters we have outlined.

Force asked if we've determined what we are being paid for this and any revenue stream. Erickson advised that there is a spreadsheet in the packet that outlines the costs. We will basically be charging them according to our municipal code. There are rates set for pounds of BOD, TSS, aluminum, etc. We will be doing some ongoing testing and have some initial testing completed. Based on initial testing at the fees set in the municipal code, we would be charging \$15.43 per 1000 gallons. Concentrations can be changed once the ongoing testing results come in. If we have problems and it seems to be causing trouble with our disinfection system needing to be cleaned more often, then that's something we need to talk about.

Force asked if \$15.43 would cover our costs and maybe provide a little revenue. Erickson advised he believes the accountants have said this will cover the cost. He would propose we start with this and see how it goes. Force stated he's not against making a little money on this

as it is a service. Erickson advised there may be regulations and is not sure if we can profit on this.

Lindman advised we could start at this initial cost. If we are not having issues with the plant and get some historical data on the consistency that we're going to see, we can always bring this back to the commission and take a look at the rates. We could set a 6 month time frame so we can take a look at those concentrations.

Gehin asked how much we would be taking. Johnson advised they have about 12-17 million gallons/year. She's worked out agreements with Wolf River, Stevens Point and Plover so they don't overburden one system. She is also meeting with engineering firms on doing their own on site wastewater treatment. She is hoping to be able to work with partners for at least the next year as they need to evaluate which technology is going to be the best and create a sustainable solution for them.

Force suggested we move to approve this under the provisions of the 6 month time frame. Seconded by Gehin. Motion carried 5-0.

**5) Discussion and Possible Action on Revisions to the Mechanic/Technician Incentive Pay for Wausau Waterworks Employees.**

Lindman explained that the handbook had the old version of the incentive pay which was very restrictive. The mechanics and technicians really only had one path to get the incentive pay and required an estimated 2,000 hours/year for ongoing electrical work. Erickson advised it was really set up for someone that would be a fulltime electrician or mechanic. Lindman advised education is what our technicians need to properly maintain our facilities. This gives them a couple different options and is not so constrained that they need so many hours every year to maintain that the certification. What we paid initially was \$1.00/hour and that hasn't been changed for a significant number of years. We've raised that to \$1.50/hour. So at 50% they get \$.75/hour and at the 100% qualification they get another \$.75/hour.

Mielke advised this is just another way of recognizing our employees and what they do.

Gehin asked if this is only for those under the program at the Technical College. He's also curious as to how this salary compares to the salary of the city electricians or the folks that perform those duties. Lindman advised it is still under those salaries as the electricians are Master Electricians and fully qualified to work on live power. We do need our technicians at the plant to be able to work on the electrical and control panels, etc.

Force stated this also serves as an incentive to obtain additional education. Lindman advised that is correct and he wants to recognize that.

Miller stated he is all in favor of incentives, education and training. The direction he hopes it would take us is retention of employees. He's been talking with some city leaders, where there used to be 200 applicants for a position there are now only a handful. If anything we do along this line leads to retention, he's all in favor. Force advised that's a good point. Finding people to work in this field is becoming more and more difficult.

Vanderboom wanted to add that she hears about the reduction in applicants a lot and there's a large number of things that come into play, not to downplay the importance of incentive programs such as this or to indicate that she's not supportive of it because she absolutely is. Things such as unemployment rates and a lot of other things play into the smaller number of applicants. She does not want to feed into the implication that the only reason for the decreased number of applicants is strictly a pay issue.

Motion by Miller to approve the incentive pay revisions. Seconded by Herbst. Motion carried 5-0.

**6) Discussion on the Water/Sewer Rates and Cost Share for Residential Versus Commercial.**

Lindman reached out to Brian Roemer/Ehler's, he was putting together the rate case for both water and wastewater proposed rate increases. There is an email included in the packet where he has outlined some things and gave us an example using Eau Claire. If the commissioner's still want more information or detail he is willing to come and speak with the commission. We can try to schedule that for April. The water rate structure is set by the PSC. They set the rates, the tariffs and the structure.

Force stated he has an abiding concern about our rate structure going forward and the impact particularly on our aging population who are living at or below the poverty level and have a fixed income. That is why he's asking these questions. Are our customer's being charged fairly based on usage. He looked at the numbers and observed that 62% of our revenue comes from residents and 46% of usage goes to residents. That may be right and fair, he didn't know and that is why he asked.

Lindman advised that's a valid concern and it surprised him as well. He doesn't have all of the details on how the structure is set up but would be more than happy to have Ehler's come and speak to this in more detail.

Gehin asked if we were in the midst of a rate review or is that anticipated. Lindman advised the PSC is working on rates right now and will be setting the structure. Gehin stated to maybe raise this point with them as we normally don't go to an accountant for rates. The PSC sets the rates and we accept what they give us. Lindman advised he can certainly bring this up with the PSC as well.

#### **7) Discussion on the Sewer Interceptor I/I Report near the Thomas Street Corridor.**

Lindman advised we had some grab samples and we were seeing Penta in our sanitary sewer at higher amounts than what we were discharging. We've had conversations with the DNR and TRC who is the environmental consultant for Wauleco. We had come up with some testing locations where the grab samples should be taken. With all of that data, we hired Clark Dietz to put a report together based on that information and potentially where that Penta contaminated groundwater was entering the sanitary sewer. We will be setting up a meeting with the DNR and will be isolating that area where we think the Penta may be coming in from the groundwater through cracks in our pipe. The DNR is concerned because that is a conduit for that Penta to come away from that contaminated site. The idea would be to identify and isolate that exact area and then request Wauleco to do those repairs. We may have to do some additional viewing of that pipe cleaning/televising and maybe taking more samples. We will have that conversation with TRC and the DNR moving forward. Since the report was completed he wanted to present this to the commission.

Gehin asked if we have the data on the monitoring wells. He sees the levels in the report but do we have any numbers that reflect the concentration in those monitoring wells. Lindman didn't think we had requested those but does know that they are available. Gehin asked about the fate of the Penta once it passes through the plant. Erickson advised most of it must go through the effluent based on the levels of discharge.

Force asked if this is a cost the city has to bear. Lindman responded he believes the investigation portion is but the actual fix for the sections in the groundwater we would push Wauleco to pay for and he thinks the DNR would support that as well. Force asked if that includes the sewer rehabilitation. Lindman advised that is correct. The report says 4900 feet but we would only be focusing on areas where we see that penta could be coming in through the cracks in the pipe. Force asked by televising, all you can see is groundwater, how can you tell that it's Penta coming in? Lindman advised you really can't, you just assume because of the higher concentrations in the pipe.

**8) Discussion and Update on Relocating the Discharge of CW3 and EPA's Response Moving Forward.**

Lindman stated there are 2 emails included in the packet from Charles Ahern with GHD. He has had 2 separate conversations with the EPA as well as the DNR. He thinks there is potential to remove this well from our stream. It may be a lengthy process but we are on the right path.

**9) Discussion on the DWTF & WWTF PIM's.**

Lindman advised they set up 2 additional public information meetings. One was held February 26<sup>th</sup>, it went well and he has a list of questions that he's still putting together which will be put out on the website as well. A lot of the questions were similar to those at the previous meetings. A lot of the people that attended were residents around the area of where the new facility will be placed. Lindman advised they went over the rate structures and the rate increases that were proposed. People aren't happy with the rates increases but they seem to understand the need for the projects. There will be another PIM on March 18<sup>th</sup> in the Council Chambers of City Hall.

**10) Discussion and Possible Action on Reclassifying Sr. Sewer Maintainer Position to the Collection System Supervisor.**

Lindman advised we had brought the proposed organizational chart to the commission a while back and that was approved. Ken Rye who was our Sr. Sewer Maintainer finished his last day on March 2<sup>nd</sup>. We do have that position vacant and the revised org chart does lay out the fact that this position will be a supervisory position. In working with HR, Vanderboom had our consultant reclassify this position based on the duties that were proposed. This would approve the reclassification for that position so we can put the new job duties out for advertisement to fill that position. Vanderboom clarified that they had provided some additional information and had just received notification that the reclassification for this position had changed by 1 and will be classified the same as our Public Works supervisor's as a grade 16.

Gehin asked what the previous salary range was. Toni responded that the Sr. Sewer Maintainer is currently grade 18 which is \$21.02-\$29.44/hour. Salary grade 16 would bring them to \$24.75-\$34.65/hour. Herbst questioned the paperwork in the packet putting this at a salary grade 17, was that a mistake? Vanderboom stated that was the original recommendation before additional job duties were provided to the vendor and they came back with a modified recommendation.

Motion by Force to approve the reclassification. Seconded by Herbst. Motion carried 5-0.

**11) Discussion and Possible Action on Bottling Water for 2020 and Continuing Donations for Non-Profit Special Events.**

Lindman said our reserve of bottled water is coming to an end and Boers has had some requests already for special events. Do we want to continue to have the city water bottled to donate to nonprofit events through 2020? Mielke asked if this would be for events as of right now or through 2020. Boers advised we are getting requests for events into summer already. We're to the point where we'd need to bottle more or start denying requests. There was talk in the past that being that they are plastic bottles it wasn't such a good to keep bottling it.

Mielke asked how many cases the average request is for. Boers responded that the last time this topic was brought up, the commission put a limit on each request for a maximum of 10 cases. Force asked what we do with the empty bottles. Boers stated that once it is picked up for events, that's the last we see of it. Force stated that the recycling of these bottles is a concern.

Mielke asked how much we average per year given the 10 case limit per event. Boers

responded that typically we donate about 150 cases per year, 24 bottles per case.

Gehin suggests that we continue this until our new facility is in place. Everyone has to assume the responsibility of proper disposal. Force asked if there is a way to reinforce the ethic that we need to recycle plastics and not just leave them on the ground. He likes the idea of donating water, he's been at events where they've used it. Mielke asked if we make it 5 cases rather than 10. Boers advised that it used to be unlimited but the commission capped it to 10 cases. If we reduce that limit, he believes that will cause issues for these events. Force agrees that we can't require a behavior but we could certainly encourage it by including a written request that they properly recycle the empty bottles, how to do it and request a report back from the organizations. Lindman suggested that if anyone is at an event and sees that these bottles are not being recycled properly, then that organization be put on notice that without proper disposal of the bottle, we will not donate to them in the future.

Motion by Gehin to approve for the next 2 years and hopefully working out a system for people to properly dispose and recycle the plastic bottles. Seconded by Miller. Motion carried 5-0.

## **12) Approve Payment to Haas and Sons Inc. for Work Done on the Water Main, on the East Side of the Thomas St. Bridge.**

Boers explained for the last phase on the Thomas Street project on the west side of the river it was required that the water main serving that side of the bridge be shut down. This connected to the east side of the bridge and runs underneath the bridge. There was some work that we were going to do on the east side of the bridge, the piping, the hangers and some of the pipe connections were rotted. We knew they needed to be replaced. When we turned the water off for that, a lot of the pipes started leaking. Being a larger pipe and the risk associated with just repairing it, we opted to just replace that section of pipe. Haas was on site and had the equipment to do it so we hired them to replace that portion of the pipe. This was supposed to be added to the project and through oversight it never was. This is a request to pay for that project that has already been completed at a cost of \$18,500.00.

Motion by Force to approve payment. Seconded by Herbst. Motion carried 5-0.

Force spoke about an email he sent out in view of the pending rate increases and the impact on our population. He would like to see a discussion of water reuse and water conservation methods that we might start publicizing within the community. He realizes the risk to the utility as consumption could come down reducing revenue but at the same time he thinks it's only fair that we promote water conservation among our customers. This is just a way to show that there are ways to reduce your water usage and water rate if you need to do so. He'd like something put together whether it's on the website or in our newsletter.

Herbst requested the household hazardous waste information be put in the newsletter as well. That reaches a lot of people. Mielke advised that can be done.

## **13) Adjourn.**

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



April 21, 2020

**MEMORANDUM**

**TO:** President Rosenberg  
Commissioner Herbst  
Commissioner Force  
Commissioner Gehin  
Commissioner Miller

**FROM:** Eric Lindman, P.E.  
Director of Public Works & Utilities

**SUBJECT:** Director's Report – March 2020

- The water and sewer crews continue with their 1-week on and 1-week off work schedules as we continue to keep separation of the staff to prevent all of them from getting ill at one time. Staff remains ready and on-call for emergent situations. We will be revisiting this schedule at the end of this week to determine when we will need to bring the crews back in in order to prevent getting too far behind in maintenance. We will begin water main flushing in May and we will need the entire crew to complete this work. The crews have done a great job over the past weeks continuing with maintenance, staying healthy and maintaining operations with minimum staff.
- In 2019 the proposed new Aspirus Clinic required the vacation of road ROW. In 2019 the city vacated a portion of 2nd St, Franklin St. The cost of the utility replacement in these areas was \$108,000 for 2nd St and \$142,000 for the Franklin St area. These lines were replaced as they were beyond their design life and the street had been vacated. The City maintained easements for all of our underground utilities. McIndoe and an additional 1-block of 2nd St was also approved by council to be vacated in 2019. We bid out the utility replacement work for this area of street and the costs were \$48,000. This work was put on hold since Aspirus has delayed their project.

## **WATER DIVISION**

1. The PSC has established their public hearing for April 28, 2020 at 10AM. The public hearing is being held to accept public comment and feedback on the proposed water rate increases. I have included the notice as an attachment in the packet for the record. The attached document was published in the WDH as a Class I notice as required by statute and PSC requirements. Staff has also placed the notice on the city website and provided links to the notice via FB sites.
2. One of the items that has been lingering related to the DWTF project is the proposed solar generation project. Staff has been working with City Planners to discuss options with different solar companies, we have had 3 different companies look at building solar for us and then selling the power back at a reduced rate; this did not yield a favorable payback. We have now shifted our focus to design, build and own a ground mounted facility north of the DWTF. The proposal is to hire an engineering firm to help design the facility and work directly with solar companies to determine equipment that will be ideal for our facility. Staff is currently working on an RFP to solicit proposals from engineering firms.
3. Annually the water utility is required to complete testing at 30 sites with lead laterals and 90% of those samples need to be below the regulatory limit to be in compliance with WDNR. The City has 42 previously approved DNR lead/copper testing sites and we have been notified that we will only be able to use 10 of these approved sites this year. The utility has a reserve list of sites to utilize for lead/copper testing, this reserve list has 38 sites. The WDNR will allow us to request approval for 16 of these sites which will bring our total approved sites up to 26. The utility is working to have an additional 14 identified sites approved by the WDNR so we would have a total of 40 sites available. We do not always get 100% participation from the property owners so we need more than 30 sites available for testing. There is certain criteria the WDNR requires prior to giving approval for a testing site and in most cases this requires an onsite inspection from our employees to verify piping and equipment. Staff is currently doing this via phone calls because in march the WDNR said to eliminate all in home inspections due to COVID-19, so getting approved sites has become challenging this year. We have also increased the amount of the sampling appreciation gift card from \$25 to \$50 to promote participation.

## **WASTEWATER DIVISION**

1. Ryan Dwelly has been hired as the Collection System Supervisor. Ryan has been with the City since January 2016 and working as a Sewer Maintainer. Congratulations on the promotion Ryan and it is great to have you in this position.
2. The Memorial Park Siphon Line and Sturgeon Eddy sewer main project were not fully completed in 2019 due to the early winter weather. The sewer lines were put into service in the fall of 2019 and they have been functioning well. The remainder of the work will be completed this spring, anticipate work to begin in next 7-10 days.

3. The Thomas Street Siphon project is proposed to begin in early June. We are finalizing easements with the County as our sewer main crosses their property (Social Services Bldg.). The sewer main in this area is over 40 feet deep so there will be extremely large excavations and extensive shoring in this area to hold up the road and maintain the trench as well as control the ground water.
4. Ehler's continues to finalize the proposed sewer rate increases and these proposed rate changes will be brought forward to the next Commission meeting for discussion and consideration of approval.
5. The sewer main lining project for 2020 has been bid and is proposed to begin within a couple weeks. Submittals are being reviewed and notices are to be provided to residents. Ryan Dwelly will be managing this contract for the utility.
6. The Commission approved a budget of \$200k for a City wide Inflow/Infiltration (I/I) study of the collection system. Staff prepared an RFP requesting engineering firms to provide a scope of services and their qualifications to complete the study. Four proposals were received, SEH Engineering, Strand & Associates, Becher Hoppe, & Clark Dietz. All four proposals were reviewed and scored by Dave Erickson, Allen Wesolowski and myself. The selected firm was Strand & Associates and we have begun exchanging information and data with them so they may get started. Strand will be reviewing all past data of our wastewater flows and then determine the best locations for collecting flow data through the collections system. This will be a year-long project to collect and analyze data as well as provide a detailed final report of findings, recommendations, costs estimates and lists of priority areas.
7. Mark Sowinski will be retiring May 1st. We have lost a number of people over the last few months, and a great deal of experience. Including Mark's position, and two new positions that were authorized earlier this year, we need to fill three vacant positions on the sewer collection system crew, 2 positions on the plant operations crew, and the wastewater lab technician position. This is 6 out of the 14 full time positions we have authorized at the wastewater plant. Our hiring has been hampered by issues related to the COVID 19 pandemic, but it is critical that we proceed directly with filling all open positions. Especially since we could have employees out for weeks at a time if they contract the virus or are quarantined because they have been exposed.

**PUBLIC NOTICE TO ALL CUSTOMERS OF THE  
WAUSAU WATER UTILITY**

The Wausau Water Utility has filed an application with the Public Service Commission of Wisconsin (PSCW) to increase water rates. The increase is necessary due to a 23.75 percent increase in gross plant investment and a 36.48 percent increase in operating expenses (after Step II) since the last water rate case was completed in 2015.

If the request is granted, the increase in water rates will be implemented in two steps. The increase in Step I is \$1,458,159. The Step II increase of the remaining \$264,203 would be implemented on January 1, 2021. Therefore, the overall increase is \$1,722,362.

If the request is granted, the water bill for an average residential customer with a 5/8-inch or 3/4-inch meter who uses 1,300 cubic feet of water per quarter (approximately 9,725 gallons per quarter) will increase from \$46.84 to \$60.64, or 29% (not including the public fire protection charge), and will increase from \$57.31 to \$73.18, or 28% (including the public fire protection charge), in Step I. Bills for the same customer will increase from \$60.64 to \$62.64, or 3% (not including the public fire protection charge), and will increase from \$73.18 to \$75.78, or 4% (including the public fire protection charge), after Step II has been implemented.

A telephonic public hearing on the application has been scheduled for Tuesday, April 28, 2020 at 10:00 a.m. This virtual hearing has no physical location. This is a virtual hearing to which members of the public may attend by telephone or listen to live broadcast on-line. Scheduling questions regarding this hearing may be directed to the PSCW at (608) 266-3766.

To attend by telephone use the following:

1. Dial-in #: (855) 947-8255
2. Passcode: 8333 379#

For assistance with connecting, dial (800) 766-1863. For assistance once connected, dial 0. The Commission requests that persons dial-in no sooner than 9:45 a.m. Calls placed after 10:00 a.m., may not be received. The Commission intends to webcast the audio of this hearing live on the Commission's web site at <http://psc.wi.gov> under the "Live Broadcast" button. The Commission encourages those with adequate internet service, who desire only to observe the hearing, do so on-line rather than by telephone.

A person may testify in this proceeding without becoming a party and without attorney representation. A person may submit this testimony in only one of the following ways:

- **Web Comment.** Go to the Commission's web site at <http://psc.wi.gov>, click on "File a Comment" button. On the next page, select the "File a comment" link that appears for docket number 6300-WR-105. Web comments shall be received no later than Monday, May 4, 2020.
- **Oral Comment.** Speak over the telephone during the public session. The Administrative Law Judge may receive an oral comment from any member of the public in attendance after the close of any party and Commission staff testimony.

The Administrative Law Judge will receive an oral comment by unmuting each phone connection one at a time and inquiring into the each caller's desire to comment.

- **Written Comment.** Instead of speaking at the hearing, write out a comment and submit it at the public session.
- **Mail Comment.** All comments submitted by U.S. mail shall be received no later than Monday, May 4, 2020. A mail comment shall include the phrase "Docket 6300-WR-105 Comments" in the heading, and shall be addressed to:

Docket 6300-WR-105 Comments  
Public Service Commission  
P.O. Box 7854  
Madison WI 53707-7854

The Commission will not accept comments submitted via e-mail or facsimile (fax).

The PSCW intends to webcast this hearing live on the PSCW's web site at <http://psc.wi.gov> under the "PSC Live Broadcast" button.

All documents in this docket are filed on the Commission's Electronic Records Filing (ERF) system. To view these documents: (1) go to the Commission's E-Services Portal at <http://apps.psc.wi.gov>, (2) enter "6300-WR-105" in the box labeled "Quick Single Docket Search," and (3) select "Documents".

If you have any questions, please contact Wausau Water Utility at (715) 261-6530.

# Proposed Private LSL Replacement Program

Learn about the Environmental Loans programs and find guidance at [dnr.wi.gov/aid/eif.html](http://dnr.wi.gov/aid/eif.html).

The Wisconsin DNR established the Private Lead Service Line (LSL) Replacement Program to assist municipalities in their efforts to replace as many private LSLs as possible with available funding. This program builds on the past success of the two-year Private LSL Replacement Funding Program and serves as a momentum-builder for removing all LSLs in Wisconsin.

The Safe Drinking Water Loan Program (SDWLP) Intended Use Plan ([dnr.wi.gov/Aid/projectListsIUPs.html](http://dnr.wi.gov/Aid/projectListsIUPs.html)) provides a description of the private LSL replacement program. The program policies are established with participation from the Wisconsin Departments of Natural Resources (DNR) and Administration (DOA) and the Wisconsin Public Service Commission (PSC) to ensure each respective agency's requirements are met.

- Funding for LSL replacements on private property is in the form of principal forgiveness (PF) which means no debt is incurred on behalf of the municipality for these funds.
- The public portion of the service line is eligible for regular SDWLP funding.

## Applicants

Municipalities must report LSLs to the PSC in order to be eligible for funding. Funding is not limited to disadvantaged municipalities; **any water system that has reported private LSLs to the PSC** will be eligible to apply.

## How funds may be used

This private LSL replacement program will only fund construction costs directly related to the replacement of LSLs serving residential properties (including multi-family properties and business properties that also include residences), schools, and daycares with the following exceptions:

- Up to \$5,000 for engineering for small systems (population under 3,300); and
- Up to \$5,000 for costs related to developing a mandatory LSL replacement ordinance (for all applicants).

Galvanized service lines that are currently or have previously been downstream of lead components are also considered LSLs for eligibility under this program.

It does not cover costs for replacing private LSLs to commercial and business properties, except in instances where a building contains both a business and a residence.

- Funds cannot be used to replace interior plumbing and/or fixtures containing lead (for funding options, contact the DOA's CDBG [Housing Revolving Loan Fund Program](#)).

## Timelines

Funding for this program is available beginning with the 2021 construction season (April-November). To ensure that funds are awarded and expended quickly, each award will cover one construction season.

Applications will be available in the fall of 2020 with awards in time for the 2021 construction season.

- For SFY 2021, applications will be taken under the SDWLP's authority to accept supplemental applications.
- LSL replacements occurring during the 2020 construction season and meeting program requirements will be eligible for reimbursement. DNR approval should be obtained in advance.
- It is anticipated that applications will be accepted for up to three years, depending on availability of funds.
- Applications will be prioritized in order of receipt.

DNR, Environmental Loans Section—CF/2, 101 S. Webster Street, PO Box 7921, Madison, WI 53707-7921  
PUB-CF-071 03/2020 Wisconsin DNR Environmental Loans Section CFWP 608-267-7475 SDWLP 608-266-0849

Page 1/2



Program implementation details are outlined in chs. [NR 162](#) and [NR 166](#), Wis. Adm. Code. [Legal notice](#): This document is intended solely as guidance and does not contain any mandatory requirements except where requirements found in statute or administrative rule are referenced. Any regulatory decisions made by the Department of Natural Resources in any matter addressed by this guidance will be made by applying the governing statutes and administrative rules to the relevant facts. The Wisconsin Department of Natural Resources provides equal opportunity in its employment, programs, services, and functions under an Affirmative Action Plan. If you have any questions, please write to Equal Opportunity Office, Department of Interior, Washington, D.C. 20240. This publication is offered in other formats upon request, call 608-267-9481.



## Awards

Federal legislation allows states to make a one-time transfer of funds from the Clean Water State Revolving Fund to the Drinking Water State Revolving Fund to address lead related threats. The State plans to transfer the full \$61.6 million allowed under the Water Infrastructure Financing Transfer Act (WIFTA). Funds remaining from the previous two-year, \$26 million Private LSL Replacement Funding Program will also be added to this effort.

Award amounts will be based on the following:

- Estimated number of private LSLs that each municipality can replace in one construction season;
- An assumed average cost per LSL replacement based on data from previous two-year program and other local data;
- Whether the municipality is paying for a portion of the private LSL replacement using rate-payer monies (i.e. § 196.372, Wis. Stats.); and
- Whether any cost-sharing by the homeowner will be required by the municipality.

## Ordinance

DNR strongly encourages municipalities to put in place mandatory full LSL replacement ordinances. The private LSL replacement program will fund up to \$5,000 for costs related to developing a mandatory replacement ordinance (for all applicants). Additionally, Section 196.372 of the Wisconsin Statutes allows municipalities who pass a municipal ordinance to use rate payer financing to pay for up to 50% of the cost of the replacement of private LSLs. View more information on this at [psc.wi.gov/Pages/ForUtilities/Water/Lead-Service-Line.aspx](https://psc.wi.gov/Pages/ForUtilities/Water/Lead-Service-Line.aspx).

## Implementation

Municipalities have options for how they establish their private LSL replacement program, with the understanding that the LSL PF can only be used for the cost of replacing private LSLs that result in the *full replacement* of the lead service line for that property.

## Contracts

Municipalities will choose whether to bid a municipal contract or develop a municipal program with a list of prequalified plumbers/contractors for homeowners to contract with directly. Note: The Department of Safety and Professional Services (DSPS) licenses plumbers and enforces the state plumbing codes.

## Federal requirements

The SDWLP projects are federally funded; therefore, federal requirements apply.

- Environmental Review (ER) Requirements
- Disadvantaged Business Enterprise (DBE) Solicitation
- American Iron and Steel (AIS)
- Davis-Bacon Wage Rates, when applicable

## Contact information

Direct questions about the DNR's Private Lead Service Line (LSL) Replacement Program to:

**Becky Scott**

[Rebecca.Scott@Wisconsin.gov](mailto:Rebecca.Scott@Wisconsin.gov)

Direct questions about s. 196.372, Wis. Stats., to the Wisconsin Public Service Commission (PSC):

**Denise Schmidt**

[Denise.Schmidt@Wisconsin.gov](mailto:Denise.Schmidt@Wisconsin.gov)



To: Wausau Water Works Commission

From: Scott Boers, Water Operations Superintendent

Date: April 17, 2020

Subject: Overflow pipe at Reservoir Park

All,

This is an excerpt from the July 2019 Director's Report to the Wausau Water Works Commission;

Staff met with the Parks Department to discuss concerns raised by resident Deb Ryan that children may get into the piping on Reservoir Hill. The ductile iron portion of the air gap installed on the drain piping for the Elm St. Reservoir is dually screened and the catch basin portion is covered by a cast iron grate, preventing access to all the piping. Another topic discussed was the possibility of fencing off the area. Staff from both departments agreed that there was no greater risk associated with the piping than what was inherent in the rest of the park. Staff recommends leaving the installation as-is.

At the request of Commissioner Force, this topic was revisited. I have again had discussions with the Parks Department about this piping. To date they have not received a complaint or report of injury due to this piping and still believe it is not necessary to do anything further at this site. The consensus was that there wasn't enough risk or concern to warrant the extra capital or maintenance costs associated with providing added protection at the pipe site.

Raising the question of alternatives preference if the Commission so chose to further pursue constructing a barrier around the pipe, the Parks Department would prefer a fence similar in style to what is currently around some of our facilities on site by the reservoir. This is a green vinyl coated chain link fence.

I have scheduled an appointment to meet a fence contractor on site Wednesday April 29<sup>th</sup>, if the commission so chooses, I can bring fence and cost recommendations back at the next possible meeting.











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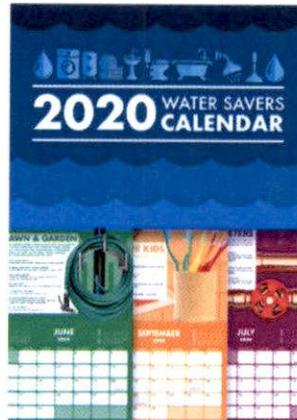
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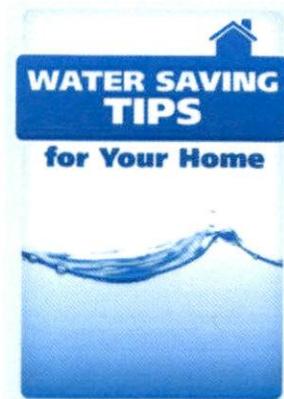
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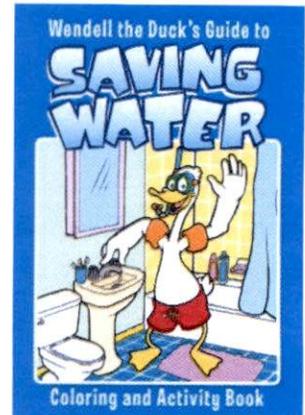
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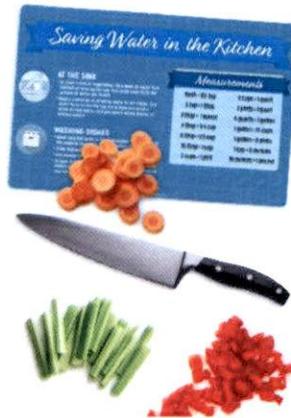
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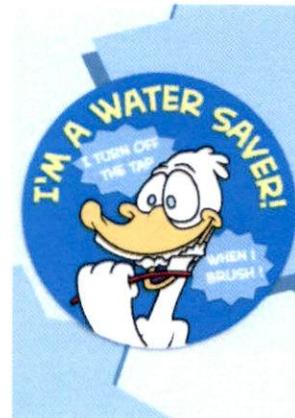
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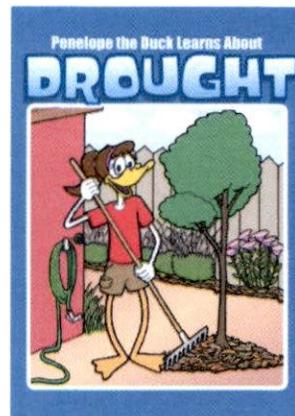
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# Water Conservation Tips for Residents

## For Every Room in the House With Plumbing

- Repair leaky faucets, indoors and out.
- Consider replacing old equipment (like toilets, dishwashers and laundry machines).

### In the Kitchen

- When cooking, peel and clean vegetables in a large bowl of water instead of under running water.
- Fill your sink or basin when washing and rinsing dishes.
- Only run the dishwasher when it's full.
- When buying a dishwasher, select one with a "light-wash" option.
- Only use the garbage disposal when necessary (composting is a great alternative).
- Install faucet aerators.

### In the Bathroom

- Take short showers instead of baths.
- Turn off the water to brush teeth, shave and soap up in the shower. Fill the sink to shave.
- Repair leaky toilets. Add 12 drops of food coloring into the tank, and if color appears in the bowl one hour later, your toilet is leaking.
- Install a toilet dam, faucet aerators and low-flow showerheads.

### Laundry

- Run full loads of laundry.
- When purchasing a new washing machine, buy a water saving model that can be adjusted to the load size.

### Outdoors

- Maximize the use of natural vegetation and establish smaller lawns. For portions of your lot where a lawn and landscaping are desired, ask your local nursery for tips about plants and grasses with low water demand (such as creeping fescue). Consider planting more trees, shrubs, ground covers, and less grass. Shrubs and ground covers provide greenery for much of the year and usually demand less water. Use native plants in flower beds. Native plants have adapted to rainfall conditions in New England and often provide good wildlife habitat. Cluster plants that require extra care together to minimize time and save water.
- When mowing your lawn, set the mower blades to 2-3 inches high. Longer grass shades the soil improving moisture retention, has more leaf surface to take in sunlight, allowing it to grow thicker and develop a deeper root system. This helps grass survive drought, tolerate insect damage and fend off disease.

- Only water the lawn when necessary. If you water your lawn and garden, only do it once a week, if rainfall isn't sufficient. Avoid watering on windy and hot days. Water the lawn and garden in the morning or late in the evening to maximize the amount of water which reaches the plant roots (otherwise most of the water will evaporate). Use soaker hoses to water gardens and flower beds. If sprinklers are used, take care to be sure they don't water walkways and buildings. When you water, put down no more than 1 inch (set out a empty cans to determine how long it takes to water 1 inch) each week. This watering pattern will encourage more healthy, deep grass roots. Over-watering is wasteful, encourages fungal growth and disease, and results in the growth of shallow, compacted root systems that are more susceptible to drought and foot traffic. If an automatic lawn irrigation system is used, be sure it has been properly installed, is programmed to deliver the appropriate amount and rate of water, and has rain shut-off capability.
- Apply mulch around shrubs and flower beds to reduce evaporation, promote plant growth and control weeds.
- Add compost or an organic matter to soil as necessary, to improve soil conditions and water retention.
- Collect rainfall for irrigation in a screened container (to prevent mosquito larvae growth).
- When washing a car, wet it quickly, then use a bucket of water to wash the car. Turn on the hose to final rinse (or let mother nature wash your car when it rains).
- Always use a broom to clean walkways, driveways, decks and porches, rather than hosing off these areas.

LAST UPDATED ON APRIL 10, 2017



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### Water Conservation Plan Guidelines | WaterSense | US EPA

Mar 23, 2018 - The 1996 Safe Drinking Water Amendments required EPA to public guidelines to help utilities develop water conservation plans. States may ...

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### Water Conservation Tips for Residents | Drinking Water ... - EPA

Water Conservation Tips for Residents. For Every Room in the House With Plumbing, Repair leaky faucets, indoors and out. Consider replacing old equipment ...

www.epa.gov › sustainable-water-infrastructure › best-...

### Best Practices for Water Conservation and Efficiency as ... - EPA

Dec 21, 2016 - EPA released a document that provides water conservation and efficiency best practices for evaluating water supply projects. The document ...

www.epa.gov › watersense › simple-steps-save-water

### Simple Steps to Save Water | WaterSense | US EPA

Mar 24, 2017 - Saving water around the home is simple and smart. The average household spends as much as \$500 per year on its water and sewer bill but ...

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### Water Conservation | Drinking Water in New England | US EPA

Water conservation may require changing old habits and re-thinking the way we do things. This page provides links to non-EPA web sites that provide additional ...

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### Water Conservation Plan Guidelines | WaterSense | US EPA

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### National Priorities: Impacts of Water Conservation on ... - EPA

Feb 6, 2019 - Drinking water is a high-priority research area in EPA's Office of Research and Development (ORD). The responsibility to ensure that public water ...

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City of Wausau  
Industrial Park Lift Station and Force Main Improvements

	CONTRACT AMENDMENTS						
	ORIGINAL CONTRACT	NO. 1	NO. 2	NO. 3	NO. 4	NO. 5	NO. 6
DESIGN PHASE:	\$32,000	\$8,400		\$169,000	\$15,900		
BIDDING PHASE:		\$2,300		\$3,800			
CONSTRUCTION PHASE:			\$32,800	\$24,900		\$12,800	\$49,900
CONTRACT TOTAL:	\$32,000	\$10,700	\$32,800	\$197,700	\$15,900	\$12,800	\$49,900
BUDGET REMAINING:	\$0	\$0	\$0	\$75,200	\$12,900	\$6,800	\$49,900

**PROFESSIONAL SERVICES AGREEMENT**

**AMENDMENT NUMBER 6**

**Project Name (“Project”)**

This Amendment to the Industrial Park Lift Station Pump Addition project dated June 5, 2017 is by and between:

**City of Wausau (“Client”)**  
407 Grant Street  
Wausau, WI 54403

and

**Clark Dietz, Inc. (“Clark Dietz”)**  
500 North 3<sup>rd</sup> Street, Suite 703  
Wausau, WI 54403

Who agree as follows:

**Whereas;** Clark Dietz will provide construction Engineering Services for the Industrial Park Lift Station Rehabilitation project.

**Now Therefore;** this Amendment engages Clark Dietz to perform the services set forth in Part I - Services and Clark Dietz agrees to perform the Services for the compensation set forth in Part III - Compensation. Clark Dietz shall be authorized to commence the Services upon execution of this Amendment by both parties and written or verbal authorization to proceed from Client. Client and Clark Dietz agree that this signature page, together with Parts I - III of this Amendment and the original Agreement, incorporated and made a part herewith, constitute the entire Agreement between them relating to the Project.

**Agreed to by Client**

**Agreed to by Clark Dietz**

By: \_\_\_\_\_

By:  \_\_\_\_\_

Title: \_\_\_\_\_

Title: Senior Vice President

Date: \_\_\_\_\_

Date: March 6, 2020

**PART I**  
**SERVICES BY CLARK DIETZ**

**A. Amendment Description**

Clark Dietz has completed design engineering services for replacement of the two original pumps and the associated mechanical and electrical equipment at the Industrial Park lift station. The project is currently in the bidding process, which is included in the current contract. Construction management services will be required after bidding.

**B. Scope**

The original contract scope shall be modified as follows:

1. DESIGN PHASE – No Change
2. BIDDING/NEGOTIATION PHASE – No Change
3. CONSTRUCTION PHASE
  - a. Provide construction engineering services (onsite observation and associated documentation) for the subject project. An average of 8 hours per week of construction engineering services are anticipated during project kickoff and closeout, and 20 hours per week while construction is in progress at the site.
  - b. Prepare Notices to Proceed and issue to the Contractors.
  - c. Set up a pre-construction conference between the Contractor and City staff. Prepare and distribute minutes from the meetings.
  - d. Review all contractor submittals, shop drawings, test results, etc. prior to Contractor fieldwork.
  - e. Act as the City's representative throughout construction of the project.
  - f. Provide part-time onsite engineering observation services during key points in construction to check for consistency with the bid documents.
  - g. The construction observer will authorize minor variations in the work in the field that do not affect the contract cost or time, if such variations are consistent with the general requirements of the Contract Documents.
  - h. The construction observer will provide the Contractor with technical clarifications and interpretations while onsite.
  - i. Facilitate weekly construction progress meetings.
  - j. The Project Manager will provide oversight and provide regular updates to City staff during project construction.
  - k. Review Contractor pay request submittals for accuracy and verify work completed. Upon review, make a recommendation to the City for payment.

- l. Review change order requests to assess their need. If a change order is warranted, provide documentation why a change order is needed and then forward the request to City staff for review and implementation into the contract.
- m. Assist with the project close-out. Perform a final inspection of the work after the work is completed. Prepare and present punch-lists to Contractor. Provide an “As-Built” set of plans, including a set of reproducible record drawings in an electronic Autocad version.

**C. Schedule**

The schedule will be revised from the Professional Services Agreement as shown.

Construction Begins	April 7, 2020
All Work Complete	November 20, 2020

**D. Assumptions/Conditions – No Change**

**E. Electronic Data Format – No Change**

**PART II  
CLIENT'S RESPONSIBILITIES**

Client shall, at its expense, do the following in a timely manner so as not to delay the Amended services:

**A. Information/Reports – No Change**

**B. Representative – No Change**

**C. Decisions – No Change**

**D. Other – No Change**

**PART III  
COMPENSATION**

**A. Compensation**

Compensation for the Services under this Amendment shall be as follows:

1. Compensation to Clark Dietz for services rendered by employees working on the Project in accordance with PART I, SERVICES BY CLARK DIETZ of this Amendment will be on a Time and Materials Basis at the rates set forth in the original Agreement. The total compensation authorized by this section of the Agreement is estimated at \$49,900.
2. This estimated compensation includes salaries, payroll taxes and insurance, employee fringe benefits, general overhead costs, profit, and project related expenses.

**B. Billing and Payment – No Change**



March 16, 2020

Dave Erickson  
Wausau Water Works  
407 Grant Street  
Wausau, WI 54403

Dave,

Per our earlier conversation, Unison will be transferring our fleet of turbines to Vergent Power Solutions. Vergent will take over the CR65 Factory Protection Plans and provide parts and service for your turbines.

As part of the transition, Unison technician Curt Schiesl will continue to work on the turbines as a subcontractor to Vergent. Vergent's 2020 T&M rates will match Unison's. We intend to continue our practice of scheduling turbine service at the same time as gas skid service—when applicable—which minimizes travel costs. If work is done on both, you would receive a partial invoice from Vergent and Unison.

The benefit behind this transition is that Vergent has a larger inventory and priority access to critical Capstone parts. As a result, your turbines will have much less downtime.

Thank you for supporting this change. Please let us know what needs to be done to set up Vergent Power Solutions as a new vendor and don't hesitate to reach out if you have any questions.

Respectfully,

A handwritten signature in cursive script that reads 'Dave'.

Dave Broihahn  
Unison Solutions  
5451 Chavenelle Rd  
Duquibue, IA 52003  
563-585-0969  
[dave.broihahn@unisonsolutions.com](mailto:dave.broihahn@unisonsolutions.com)

A handwritten signature in cursive script that reads 'Justin'.

Justin Rathke  
Vergent Power Solutions  
7244 Washington Avenue South  
Eden Prairie, MN 55344  
888-282-2071  
[jrathke@vergentpower.com](mailto:jrathke@vergentpower.com)



**TO:** Wausau Waterworks Commission  
**FROM:** Eric Lindman, P.E.  
Director of Public Works & Utilities  
**DATE:** April 23, 2020  
**SUBJECT:** DWTF Construction Contract Award – Bid Opened February 27, 2020

---

Please see the attached Bid Evaluation Memo from Donohue and Becher Hoppe for details related to the bid opening results.

Staff has reviewed in detail all of the bids including each add-alternate. The bid environment was very favorable and 3-bids were received. Miron Construction was the low bidder and staff recommends awarding to Miron Construction.

In order to complete all of the work that has been bid, including the add-alternates, the project would need an additional \$2,283,659.23 or about \$2,300,000.

Another consideration would be the alternative energy generation component of the project. This has been discussed throughout the design process but it was determined to not include this in the construction of the plant and to request proposals from qualified firms to help assist us with the right alternatives. The City has worked with three different energy firms claiming they could construct a solar generating system for us and then sell us power at a lower rate with a 10-12 year pay back. All three of these firms did not come up with any solutions. Each alternative considered always came back to the utility owning and operating the system and use all power generated. Staff would recommend moving forward with this concept. Using the estimates provided by the three energy firms the utility would need a budget of \$600,000 and recommends including this in the borrowing. The total amount approved previously for borrowing was \$40,900,000 and is recommended to be increased by \$2,900,000 to \$43,800,000.

Over the past 18-months we have consistently expressed through our presentations that the estimated rate increase for an average homeowner would be \$20 to \$21 per quarterly bill. The additional borrowing to complete the project with alternates would increase an average quarterly bill approximately \$21 based on the current borrowing rate.

Staff recommends the Wausau Waterworks Commission support and approve a total loan in the amount of \$43,800,000 in order to complete all work. This is the least expensive option to the rate payers and will ensure all work is fully completed and we are able to maintain/improve all operation efficiencies moving forward into the future.

Bid Evaluation Memorandum  
 Wausau Drinking Water System  
 Treatment Facility Project  
 City of Wausau



Date: April 1, 2020  
 To: Eric Lindman, City of Wausau  
 Copy: Scott Boers, City of Wausau  
 Mike Gerbitz, Donohue  
 Susan Wojtkiewicz, Donohue  
 Paul Zouski, Clark-Dietz  
 From: Allen Williams, Donohue  
 Steve Opatik, Becher-Hoppe  
 Re: Drinking Water System – Treatment Facility Project (Project)  
 Bid Evaluation Memorandum

The purpose of this memorandum is to summarize the Bids the City received for construction Work related to the Project. Bids were received on Thursday, February 27<sup>th</sup> at 4:00 PM and publicly opened at 4:15 PM at the Council Chambers, City Hall, 407 Grant Street, Wausau, WI 54403. The City received three Bids.

The Bid Form included a Base Bid and eight Alternates. In evaluating Bids for the lowest Bid price, the City will consider the sum of the Base Bid plus any Alternates it determines to award. The City has the flexibility and authority to accept any Alternates it deems to be in the best interest of the City, taking into consideration financial impacts and the needs of the Project.

Table 1 shows the Base Bids. The Base Bid prices are similar: the low Base Bid price is roughly 90% of the highest Base Bid price. All three Base Bids are below the Engineer’s Estimate, ranging from 85%-95% of the Estimate. The difference between the Base Bid prices and the Engineer’s Estimate is consistent with past projects of similar size and complexity (Donohue projects).

Table 1 Base Bid Summary

Bidder 1	Bidder 2	Bidder 3	Engineer’s Estimate
\$32,193,618.00	\$31,036,434.23	\$34,668,053.00	\$36,397,563.00

The City Council approved an overall project budget of \$40,900,000. The construction Work is one component of that budget. Table 2 shows all components and costs that comprise the Project. Pipe cleaning was eliminated from the Bidding Documents by Addendum because no subcontractor was able to provide a cost for that Work. Pipeline cleaning will be bid separately or included in the project as a change order and is shown as a separate line item in Table 2. The Construction Contract budget is \$35,671,875. All three Base Bid prices (Table 1) are less than this budget amount.

Table 2 Total Project Budget

Item	Budget
Construction Contract	\$35,671,875
City-Purchased IT Equipment	\$50,000
City-Purchased Maintenance Management Software	\$50,000
Applications Engineering	\$705,000
Planning, Design, and Construction Engineering	\$4,623,125
Pipeline Cleaning	\$300,000
Principal Forgiveness	-\$500,000
Total	\$40,900,000

Alternates 4 and 5 are required to comply with recent WDNR requirements (Jan 29, 2020). Due to past bacteriological and water quality sampling, the WDNR now requires treatment to satisfy disinfection requirements of the surface water treatment rule. Alternates 4 and 5 along with components of the Base Bid satisfy the additional disinfection requirements. Table 3 shows the Bids for the Base Bid and these two essential Alternates. The lowest Bid price is below the Construction Contract budget.

Table 3 Bid Summary with Required Alternates

Item	Bidder 1	Bidder 2	Bidder 3
Base Bid	\$32,193,618.00	\$31,036,434.23	\$34,668,053.00
Alternate 4: Horizontal Paddle Flocculation System	\$512,000.00	\$524,000.00	\$493,853.00
Alternate 5: Parallel Plate Settler System and Clarifier Solids Collector	\$422,000.00	\$428,000.00	\$423,917.00
Total	\$33,127,618.00	\$31,988,434.23	\$35,585,823.00

The Operations and Maintenance (O&M) Building was added to the project as a bid alternate in case the bidding environment was favorable. The O&M Building is an important investment for the City to consolidate and efficiently operate the Utility. The Bidding Documents included the O&M Building as Alternate 1. The bidding environment was favorable as bids for Alternate 1 were less than the Engineer's estimate of \$6,137,199. Table 4 shows the Bids for the Base Bid, Alternate 1, Alternate 4, and Alternate 5. The lowest Bid price exceeds the Construction Contract budget by \$1,358,559.23.

Table 4 Bid Summary with Required Alternates and O&M Building

Item	Bidder 1	Bidder 2	Bidder 3
Base Bid	\$32,193,618.00	\$31,036,434.23	\$34,668,053.00
Alternate 1: Structure 500 Operations And Maintenance Building	\$5,236,000.00	\$5,042,000.00	\$5,709,408.00
Alternate 4: Horizontal Paddle Flocculation System	\$512,000.00	\$524,000.00	\$493,853.00
Alternate 5: Parallel Plate Settler System and Clarifier Solids Collector	\$422,000.00	\$428,000.00	\$423,917.00
Total	\$38,363,618.00	\$37,030,434.23	\$41,295,231.00

Table 5 shows the Bids for the Base Bid plus all the Alternates. The lowest Bid price exceeds the Construction Contract budget by \$2,283,659.23.

Table 5 Bid Summary with All Alternates

Item	Bidder 1	Bidder 2	Bidder 3
Base Bid	\$32,193,618.00	\$31,036,434.23	\$34,668,053.00
Alternate 1: Structure 500 Operations And Maintenance Building	\$5,236,000.00	\$5,042,000.00	\$5,709,408.00
Alternate 2: Hydraulic Elevator	\$374,000.00	\$368,000.00	\$365,086.00
Alternate 3: New Air Stripping Equipment	\$80,000.00	\$80,600.00	\$81,231.00
Alternate 4: Horizontal Paddle Flocculation System	\$512,000.00	\$524,000.00	\$493,853.00
Alternate 5: Parallel Plate Settler System and Clarifier Solids Collector	\$422,000.00	\$428,000.00	\$423,917.00
Alternate 6: Additional Well Improvements	\$387,000.00	\$328,000.00	\$309,856.00
Alternate 7: Crushing of On-Site Materials	\$168,000.00	\$102,500.00	\$127,178.00
Alternate 8: Contractor-Provided Builder's Risk Insurance	\$90,000.00	\$46,000.00	\$55,593.00
Total	\$39,462,618.00	\$37,955,534.23	\$42,234,175.00

Table 6 summarizes the lowest submitted Bids for several Alternate selection scenarios: (A) no Alternates, (B) the two essential Alternates to comply with the recent WDNR designation, (C) the essential Alternates plus the O&M Building, and (D) all the Alternates. Scenarios C and D include the O&M Building, which was not included in the original Project budget. The lowest Bid price for Scenarios C and D exceed the Construction Contract budget. The City would need to increase the Project budget if it elects Scenario C or D.

Table 6 Bid and Budget Summary

Scenario	Low Bidder	Construction Contract Budget	Construction Budget Surplus or (Deficit)
A - Base Bid	\$31,036,434.23	\$35,671,875.00	\$4,635,440.77
B - Base Bid + Alternates 4 and 5	\$31,988,434.23	\$35,671,875.00	\$3,683,440.77
C - Base Bid + Alternates 1, 4, and 5	\$37,030,434.23	\$35,671,875.00	(\$1,358,559.23)
D - Base Bid + All Alternates	\$37,955,534.23	\$35,671,875.00	(\$2,283,659.23)

Table 7 shows water rates required to fund the Project for the Project budget and the four Scenarios summarized in Table 6. This Table also shows the rates presented at the February Public Information Meeting (Feb 26, 2020). Interest rates for the SDWLP are set on a quarterly basis, with the interest rate for loans closed from April 1 to June 30, 2020 at 1.76%. This rate is greater than the previous rate of 1.65%.

Table 7 Probable Water Rates Summary

Scenario	Project Cost <sup>[4]</sup>	Interest Rate	Current Quarterly Rate <sup>[1]</sup>	Quarterly Rate Increase <sup>[2]</sup>	Quarterly Rate After Increase <sup>[1, 2]</sup>
PIM (Feb 26, 2020)	\$43,096,676 <sup>[3]</sup>	1.65%	\$46.84	\$20.58	\$67.42
Approved Budget	\$40,900,000	1.76%	\$46.84	\$19.75	\$66.59
Scenario A	\$36,300,000	1.76%	\$46.84	\$17.52	\$64.36
Scenario B	\$37,300,000	1.76%	\$46.84	\$18.01	\$64.85
Scenario C	\$42,300,000	1.76%	\$46.84	\$20.42	\$67.26
Scenario D	\$43,200,000	1.76%	\$46.84	\$20.86	\$67.70

1 – Public Fire Protection Charge of \$10.47 not included

2 – Payment Term – 20 years

3 – Project budget with Engineer’s Estimate for base bid plus Alternates 4 and 5

4 – These costs do not include potential construction cost increases that may occur during the course of construction. For a Project of this nature, size, and complexity, change orders related to omissions are typically less than 0.5% and change orders related unforeseen conditions are less than 1.5%. The SWDLP allows access to an additional 5% for construction cost increases.

The DWTF project is on the Safe Drinking Water Loan Program (SDWLP) for state fiscal year 2020. Donohue is working with WDNR staff that administer the SDWLP to determine the amount of funding available for the Wausau project. An amendment to the \$40,900,000 loan value will be requested if the City decides to proceed with Scenario C or D.

All three Bidders submitted acceptable Bids. Miron Construction Company, Inc. submitted the lowest Bid prices for each of the four Scenarios: A, B, C, and D.

# An Executive Summary of the Wastewater Treatment Facility Project Status

## Existing Wastewater Treatment Facility

The existing wastewater treatment facility (WWTF or Facility), located at 435 Adrian Street (Figure 1), treats all wastewater generated in the City of Wausau, the City of Schofield, and an industrial park in the Village of Weston. It discharges treated effluent to the Wisconsin River. This discharge is regulated or governed by a Wisconsin Pollution Discharge Elimination (WPDES) Permit. The Facility was constructed in three phases: Phase 1 in 1939, Phase 2 in 1967, and Phase 3 in 1988, which was the last comprehensive Facility-wide upgrade.



Figure 1 - Existing Wastewater Water Treatment Facility (WWTF)

## Foremost Concerns

The purpose of the WWTF is twofold: 1] to safely and reliably treat the wastewater to produce a safe, high-quality, and permit-compliant discharge to the Wisconsin River, and 2] to safely and reliably convert the solids produced by the treatment processes to a permit-compliant end-product that can be safely reused on agricultural fields or disposed in a landfill. The purpose of the WWTF Project is to provide the City a safe, reliable, cost-effective, and Permit-compliant wastewater treatment system for the next generation and future generations. The Project addresses concerns that fall in three categories: safety, reliability, and performance; capacity; and regulatory compliance.

### Safety, Reliability, and Performance

The vast majority of the infrastructure and equipment is at least 30 years old. Infrastructure constructed as part of Phases 1 and 2 is more than 80 and 50 years old, respectively. The Facility is well operated and maintained; however, much of the equipment has reached or is rapidly approaching the end of its

reliable service life and aging infrastructure needs upgrading. In addition to these age-related concerns, some of the unit processes in the liquid and solids treatment trains lack adequate flexibility, operability, redundancy, and control. Collectively, these shortcomings degrade the performance of the Facility and jeopardize consistent, reliable compliance.

The National Fire Protection Association (NFPA) has adopted an important Standard since the last major Facility upgrade. NFPA 820: Standard for Fire Protection in Wastewater Treatment and Collection Facilities outlines important design standards that guard against the unique hazards wastewater treatment and collection systems pose. The Facility, all of which was designed and constructed before NFPA 820 was adopted, does not comply with this Standard.

The WWTF Project improvements remedy safety-, condition-, and age-related deficiencies associated with process equipment, equipment ancillary to processes, process-related infrastructure, and Facility-related infrastructure.

### Capacity

The WWTF Project addresses the capacity concerns of particular unit processes, allowing the Facility to adequately and efficiently accommodate Service Area flows and loadings.

### Regulatory Compliance

The WWTF Project addresses current and impending compliance concerns, particularly a lower effluent phosphorus limit. The Facility discharges to a stretch of the Wisconsin River that is part of a phosphorus Total Maximum Daily Limit (TMDL). The Wisconsin Department of Natural Resources (WDNR or Department) and the United States Environmental Protection Agency (USEPA) recently completed the TMDL. At the Permitted average design flow, the TMDL requires a low-level effluent phosphorus concentration (0.2 mg/L) that is considerably less than the current limit (1.0 mg/L).

## Future Generations

The City issued a Request for Proposal (RFP) in order to retain an engineering consulting team (Consultant) in 2017 to develop and evaluate alternative means of cost-effectively enhancing safety, reliability, performance, capacity, and compliance for future generations. Early in the planning phase, the City and Consultant determined that 1] the cost of a new Facility would be far more than the cost of upgrading the existing Facility and 2] the cost of regionalizing with the Rib Mountain Sanitary District would cost far more than the cost of upgrading the existing Facility. With these important early perspectives in mind, the planning effort aimed to maximize the City's return on its tremendous previous investment and develop a cost-effective strategy to recondition and improve the existing WWTF. Later in the planning phase and during the earliest design phase, the City and Consultant also worked with Edgar and Marathon City to evaluate the cost-benefit of adding those communities to the Service Area. Regionalizing proved to be cost prohibitive for those two communities.

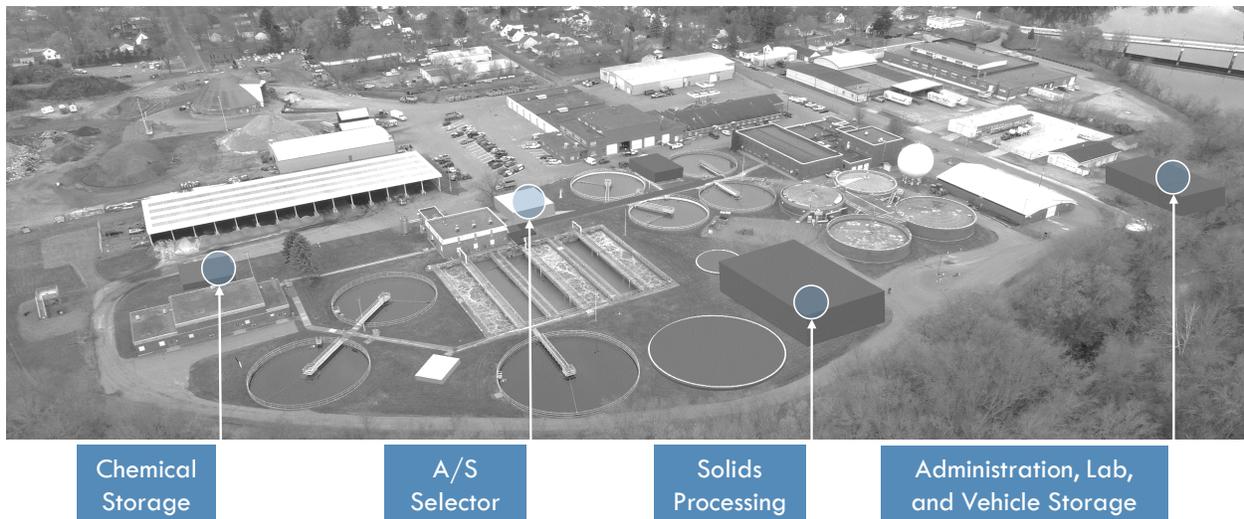
The planning effort produced and evaluated more than 90 discrete alternatives. These alternatives were grouped in the functional Alternative Compartments shown in Table 1: Preliminary Treatment, Primary Settling, Activated Sludge System, Secondary Settling, Phosphorus and Filtration, Disinfection, Anaerobic Digestion, Solids Processing, Site Features, and Administration-Maintenance-Storage. The table also identifies the concern(s) each Alternative Compartment addresses.

**Table 1 - Alternative Compartments and Concerns They Address**

Alternative Compartments and Unit Processes	Safety, Reliability, Performance	Capacity	Regulations
<b>Preliminary Treatment</b>	■	■	
Raw Wastewater Screening	■	■	
Raw Wastewater Pumping	■		
Grit Removal and Influent Flow Measurement	■	■	
<b>Primary Settling</b>	■		
<b>Activated Sludge System</b>	■	■	
<b>Secondary Settling</b>	■		
<b>Phosphorus and Filtration</b>			■
Chemical Phosphorus Removal	■	■	■
Effluent Filtration	■	■	■
<b>Disinfection</b>	■	■	
<b>Anaerobic Digestion</b>	■		
<b>Solids Processing</b>	■	■	●
Pre-Digestion Thickening	■	■	
Post-Digestion Dewatering	■	■	
Biosolids Cake Storage	■	■	●
<b>Site Features</b>	■		
<b>Administration-Maintenance-Storage</b>	■		

- Denotes Alternative Compartment
- Denotes does not meet the regulatory required 180-d of storage. This is an existing regulation, not a new one. The existing cake storage capacity does not provide a robust and reliable 180-d of storage. Moreover, 180-d of storage is inadequate for the Wausau situation.

The WWTF Project holistically addresses Facility-wide concerns and is, in effect, a collection of coordinated improvements to individual unit processes and Facility functions. Because every existing structure and process will be upgraded or re-purposed for reliable future use, the Project includes only four new structures. The new structures are shown in Figure 2.



*Figure 2 Aerial rendering of the Facility highlighting the four new structures. All existing structures and processes will be upgraded or re-purposed for reliable future use.*

The WWTF Project will provide a long-term return on previous WWTF investments and a Facility well equipped to provide safe and reliable performance for future generations.

## Public Outreach and Transparency

The City Council, Water Works Commission, and staff have regularly and actively presented and discussed the WWTF Project with the public (Figure 3).



Figure 3 - Timeline of open and advertised Public Information, Commission, and Council Meetings

## Schedule and Approvals

Work on this Project started three years ago. Planning was completed in early-2018, design was completed in very early 2020, the Project was advertised for bidding in February 2020, and bids will be received on April 21, 2020. Figure 4 shows completed and anticipated future Project activities. Construction of the WWTF Project is scheduled to be completed in early 2023.

The City has obtained the approvals necessary to proceed with construction: WDNR approval of the Facility Plan, WDNR approval of the Bidding Documents, and the Department of Safety and Professional Services (DSPS) approval of the buildings. The Clean Water Fund Program will finance the entire Project. All necessary paperwork as has been submitted to the Clean Water Fund Program.

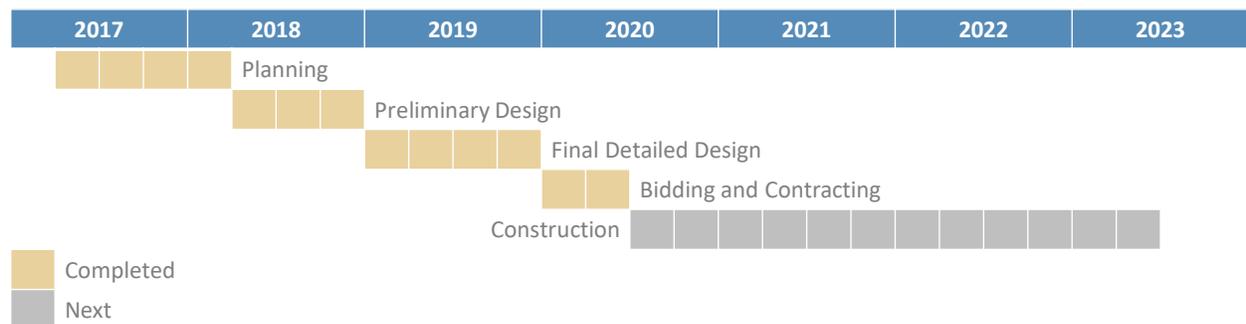


Figure 4 Schedule showing completed and anticipated future Project activities.

## Project Cost

The WWTF Project budget is \$80M. This budget includes all associated Project costs: planning, design, and construction engineering; Clean Water Fund application and closing costs; and construction. Bids will be received on April 21, 2020.

## Financing

The Clean Water Fund Loan Program (CWFLP) is a revolving loan program administered by the WDNR and Department of Administration (DOA) using federal grants and state allocations to provide financial assistance to local municipalities for wastewater system improvements. The CWFLP began offering assistance to Wisconsin communities in 1991. The interest rate for a CWFLP loan for the City of Wausau is 55% of the municipal bond market rate. Because bond market rates fluctuates, CWFLP rates fluctuate. Figure 5 shows historical rates.

The current 20-year CWFLP rate is 1.76%, up slightly from the pre-COVID rate of 1.65%. The CWFLP has adequate funds to finance the entire amount at this favorable fixed 20-year rate. The Department has very recently allowed eligible water and wastewater infrastructure projects to be financed over 30 years. The 30-year fixed rate would be 1.87%.

The CWFLP loan will be repaid with user-based wastewater revenues. Figure 6 shows the quarterly increase to fund the WWTF Project for a *typical* residential customer as a function of the Project cost. The WWTF Project is eligible for the longer 30-year term and the Department recently stated that this Project qualifies. The Wausau WWTF Project would be the first wastewater treatment project to use the 30-year option. Doing so significantly reduces the quarterly cost to users. The most recent comprehensive Facility upgrade was constructed more than 30 years ago, revealing the long useful life of this Project and providing some rationale for using a longer term loan to help today’s rate payers.

The CWFLP has adequate funds this year to finance the entire WWTF Project budget. It is likely to have adequate funds next year and subsequent years; however, the interest rate for this funding may increase as the current rate is near a historical low. Figure 7 shows the additional annual revenue required if the City financed the budgeted amount at interest rates higher than the current the CWFLP rate.

The City has qualified for \$1.8M of principal forgiveness (grant) this year. This grant is not guaranteed in the future years.

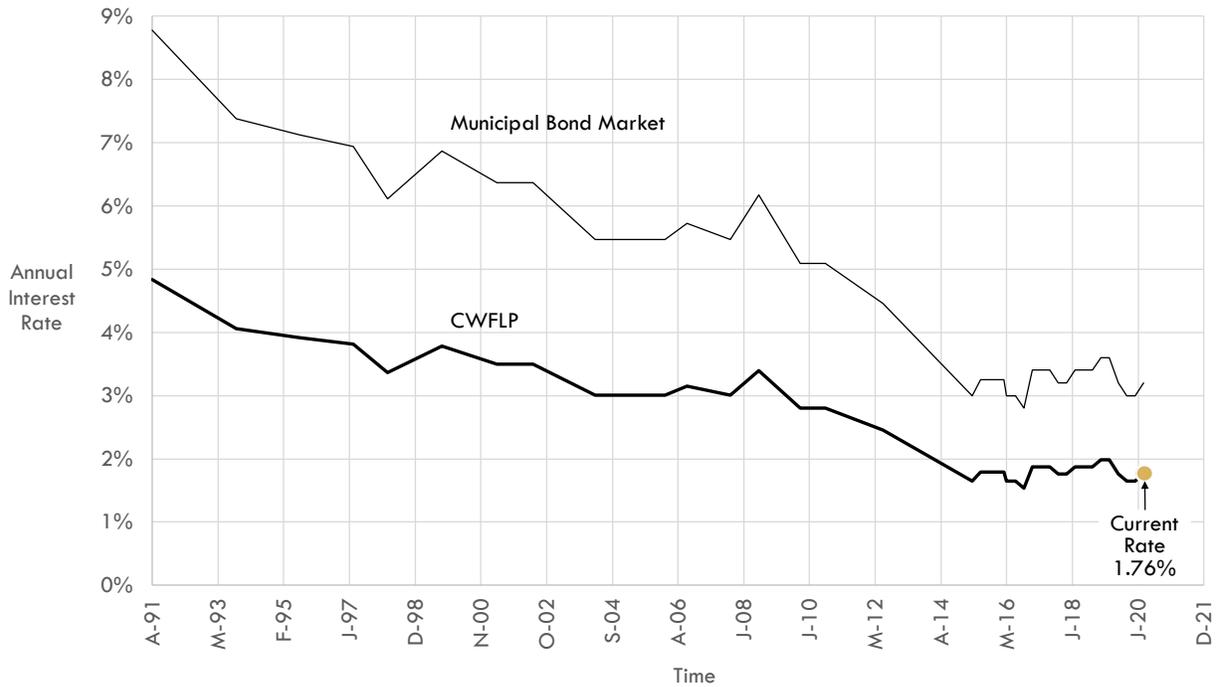


Figure 5 - Historical interest rates for the CWFLP (20-year term) and the municipal bond market (shown here as the CWFLP rate ÷ 0.55).

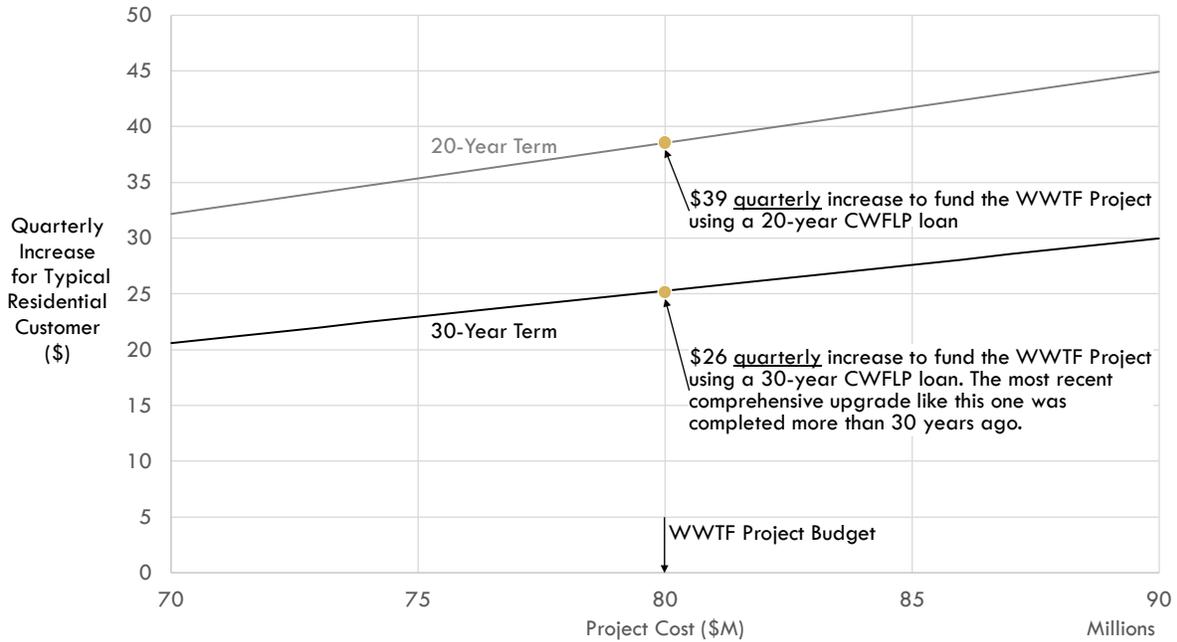


Figure 6 - Quarterly rate increases to fund the WWTF Project using the CWFLP. Two loan terms are shown: 20-year and 30-year. The current typical residential quarterly bill is \$60.83 based on rates effective February 1, 2019.

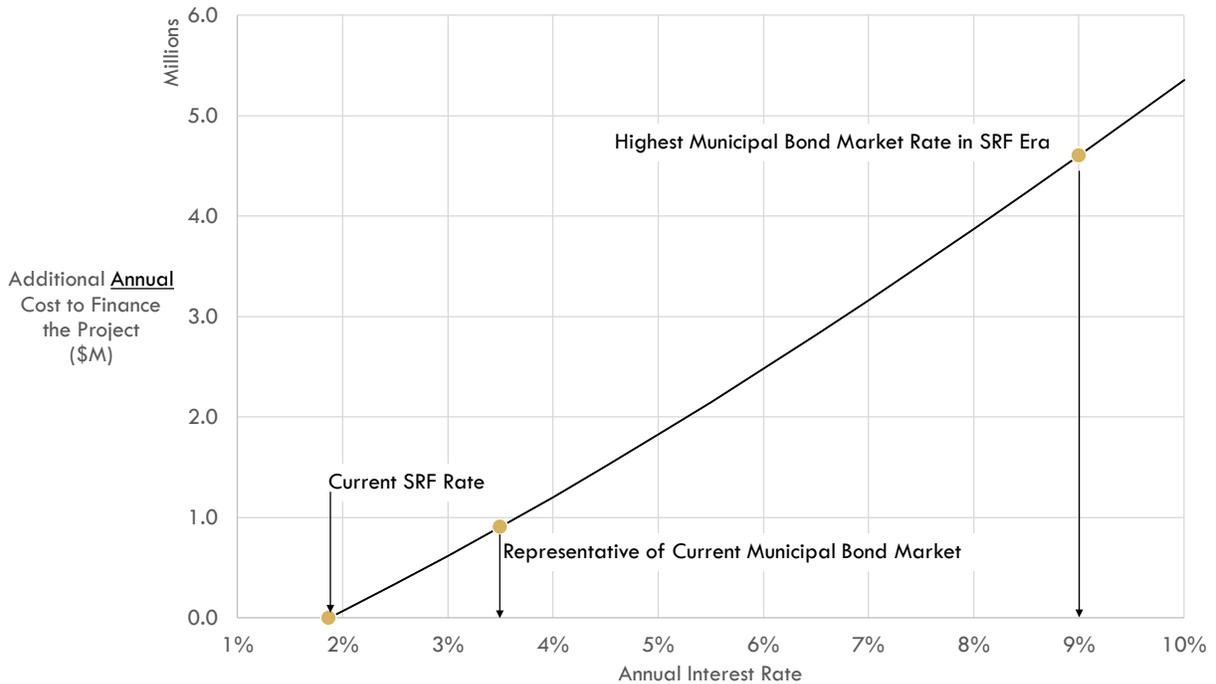


Figure 7 - The additional annual cost or required revenue to finance the \$80M WWTF Project budget at interest rates greater than the current CWFLP rate (1.76% for 20-year, 1.87% for 30-year). A municipal bond rate of 3.5%, which is representative of recent market rates, would require another \$900k annually. An SRF-era worst case municipal bond rate of 9%, would require another \$4.5M annually.