PUBLIC WORKS & HIGHWAY COMMITTEE MEETING MINUTES

September 7th, 2022

Village Hall Board Room

CALL: Chairman Kaminski called the meeting to order at 6:00 pm.

ROLL CALL: In attendance were Chairman Kaminski, Trustee Members R. Miller, Hudson and Neureuther. Also present were Administrator Kreklow, Trustee J. Miller, Director Ratayczak, Wastewater Superintendent Zimmerman, Water Superintendent Haugen, Public Works Superintendent Anderson and Administrative Assistant Remich.

APPROVAL OF MINUTES: MOTION Hudson/Neureuther approved the Minutes from August 10th, 2022. Motion carried unanimously.

PUBLIC COMMENTS: None

NEW BUSINESS

A: Well 7 MCC and Generator Project
Superintendent Haugen stated that during the 2021 Well PLC replacement project, it was brought to our attention that at Well #7 there are serious safety concerns within the MCC panel that were going to prevent the installation of the PLC's. After discussing the findings with GRINDELAND ENGINEERING our electrical consultant, they evaluated these concerns. They recommended completely replacing the entire MCC panel which includes a complete redesign and rewire.

2 bidders pulled plans and below are the results:

1. **Pieper Electric did not provide a bid.**
2. **J Miller Electric, Inc. - Bid of $158,258.00 for the MCC work.**

As part of the MCC evaluation, I requested the existing generator be evaluated by the service provider Fabick CAT to provide a comprehensive mechanical diagnostic inspection with associated repair costs. I had our electrical engineer review the findings as part of their evaluation and it was recommended to replace and upgrade this generator, (4) Alternate generator bids that were received were high and not accepted.

MOTION Miller/Hudson to recommend approval of the MCC base bid from J Miller Electric in the amount not to exceed $158,258.00. Motion Unanimous.

B: F450 Flat-Bed Conversion
Superintendent Anderson stated a second Ford F450 ambulance, recently retired by the Fire Department was given to the Highway Department to repurpose. $25,000.00 was added to the 2022 Highway Department non-borrowed capital budget to purchase the associated parts to covert the ambulance to a 1 ½-ton single axle flat-bed truck. The pricing below reflects the flat-bed and installation by Brake & Equipment, body work by Straight-line, and toolboxes & lighting installed by our staff.

Brake & Equipment:	**$14,195.00 / $21,095.00 (w/ body work & toolboxes)**
Casper's Truck Equipment:	**$14,416.00 / $21,316.00 (w/ body work & toolboxes)**
Badger Truck Equipment:	**$15,695.00 / $22,455.00 (w/ body work & toolboxes)**

MOTION Miller/Hudson to recommend approval of the bid from Brake & Equipment in the amount not to exceed $22,000.00. Motion Unanimous.

MOTION Miller/Kaminski made a motion to move Item D ahead of Item C in the Agenda. To wait for Administrator Kreklow to arrive. Motion Unanimous.

<u>D: Potential Relocation/Improvements to Lift Station 6</u>

Superintendent Zimmerman stated that Lift Station No. 6 was constructed in 1975 for the Rivers Bend development on County Line Q and doesn't have the required land to facilitate improvements to increase capacity. Currently Lift Station No. 6 receives flow from an area along CTH Q and from Lift Station No. 3. Lift Station No. 3 is located at the corner of Appleton Avenue and Maple Road and serves an area that has the potential for future development. This future development would exceed the capacity of Lift Station No. 6 and would require removing Lift Station No. 3 from discharging to Lift Station No. 6 and making improvements to Lift Station No. 3 which would include, in addition to increasing pumping capacity, redirecting its discharge flow via a new and costly force main along Maple Road to Lilac Lane. Staff is presenting this issue to the PWHC for discussion and direction to pursue a possible future relocation of Lift Station No. 6 which would allow for future expansion. There is a piece of land for sale on County Line Q that could be used for a rebuild of Lift Station 6. They are asking $900,000 for the 5-acre parcel he's interested in. Discussion followed.

The proposed piece of land is literally right across the river from our existing station so it would be cost effective to think ahead and redirect the sewer lines to this property rather than to Lift Station No. 3. The purchase of this land would not come thru the general levy it would come thru the Wastewater Utility. Superintendent Zimmerman wants to take this to the Village Board next week because we are currently in the budget cycle and Lift Station No. 6 will need to be replaced or repaired in the future.

MOTION Miller/Neureuther to recommend moving this forward to the Village Board next week for further discussion with this committee's positive recommendation. Not on consent agenda. Motion Unanimous.

<u>C: Report on Water Meter Replacement Project and Utility Billing Issues</u>

Administrator Kreklow stated as this committee is aware we have been working for a few years on issues with our current utility billing system. Part of that has been the replacement of 2700 water meters and the physical component was working until a year ago when the interface between the meter reading and utility billing software failed in its entirety. During that time, we were forced to send all residents estimated bills for a period of about 5 quarters. We completed the meter replacement at the end of June and took a physical reading at that time. Those meter readings were compared to the estimated amounts. In some cases, they were lower based on the actual reading. We distributed 782 invoices to residents that included the difference in the estimated amount versus the actual. Most were less than $200 however there were 15 that were over $1000. We have been in contact with all those residents. In some cases, there was a reason for the difference i.e., installation of a swimming pool but in some cases, there did not seem to be a good reason, so we are working on those and adjusting accordingly. We also issued approximately 200 refunds that same week for individuals that overpaid, we are not complete with the process yet with several hundred more needing to be gone through. We received a large number of phone calls from residents with concerns and confusion about the invoices they received, and we have responded to all of those as best as we could. Discussion followed regarding how this project is not complete yet and why this happened in the first place, a lot of variables causing the perfect storm including failing, older systems and Covid. We have now replaced all 2700 meters which was the last batch of meters that we couldn't read, everything prior been replaced with the new updated system. It was too easy for things to fall thru the cracks in the past because of old systems or systems that were failing and needed to be replaced. It's been a long difficult process for everyone, but we are making progress.

NO MOTION NEEDED. Discussion Only.

<u>PROJECT UPDATES:</u> Several Items were reviewed and discussed.

<u>NEXT MEETING DATE:</u> Next meeting was set for Tuesday, October 4th, 2022 at 6pm.

<u>ANNOUNCMENTS:</u> None

<u>ADJOURNMENT:</u> Chairman Kaminski adjourned the meeting at 6:44pm.

Deb Remich

Department of Public Works, Administrative Assistant