

**CITY OF CEDARBURG
SEWERAGE COMMISSION
May 18, 2010**

**SEW20100518-1
UNAPPROVED MINUTES**

A meeting of the Sewerage Commission of the City of Cedarburg, Wisconsin, was held Tuesday, May 18, 2010 at the Cedarburg City Hall, W63 N645 Washington Avenue, lower level, room 1. The meeting was called to order at 7:00 p.m. by Chairperson Robert Dries.

Roll Call: Present - Council Member Art Filter, Robert Dries, Gary Graham, Mark Schoenenberger, Kristofor Hanson, Jim Slavin, Christine Stransky

Also Present - Director of Engineering & Public Works Tom Wiza, Wastewater Superintendent Ron Clish, Administrative Secretary Darla Drumel

STATEMENT OF PUBLIC NOTICE

Administrative Secretary Drumel confirmed that proper legal notice of the meeting had been given.

ELECTION OF CHAIRPERSON AND VICE CHAIRPERSON

Chairperson Dries nominated Council Member Art Filter as Chairperson and Commissioner Gary Graham as Vice Chairperson. The nominations were accepted. Since there were no other nominations, Council Member Art Filter will act as Chairperson and Commissioner Gary Graham will act as Vice Chairperson for the current term.

COMMENTS AND SUGGESTIONS FROM CITIZENS

There were no public comments or suggestions.

APPROVAL OF MINUTES

A motion was made by Commissioner Slavin, seconded by Commissioner Stransky, to approve the minutes of April 20, 2010 as presented. The motion carried unanimously.

FINANCIAL STATEMENTS

Commissioners noted that the revenue and expenses were in line with the budget. The unrestricted funds were at an acceptable level.

REVIEW 2009 COMPLIANCE MAINTENANCE ANNUAL REPORT (CMAR); AND ACTION THEREON

Superintendent Clish reviewed the summary of the CMAR, which contained all "A" marks. No modifications will have to be made to the system.

Chairperson/Council Member Filter noted that the exemplary operation of the wastewater plant is due to the dedicated wastewater plant staff.

Commissioner Dries moved to accept the Compliance Maintenance Annual Report and forward it to the Common Council. The motion was seconded by Commissioner Stransky and carried without a negative vote.

DISCUSS THE PURCHASE OF CASTINGS AND SEALS FOR MANHOLES ALONG WASHINGTON AVENUE; AND ACTION THEREON

Director Wiza advised that many of the manhole covers in the construction area of Washington Avenue are rocking, seats are worn, are old, do not have internal seals, etc. The contract currently includes a total of six castings and seals to be replaced; however, Operator Tracey Rink has recommended that all sanitary manhole castings in the construction area be replaced. The unit price in the contract with Buteyn-Peterson Construction Co., Inc. is \$850 each, and the addition of fourteen more would amount to an increase of \$11,900. This could be funded out of the Collection System Reconstruction Fund or the \$40,000 Contingency Fund.

A motion was made by Commissioner Schoenenberger, seconded by Commissioner Graham, to approve the purchase and installation of fourteen additional castings and seals for manholes within the Washington Avenue reconstruction project at a cost of \$11,900. The motion carried without a negative vote.

DISCUSS THE PURCHASE OF A FLOW METER FOR THE HIGHLAND DRIVE LIFT STATION; AND ACTION THEREON

Superintendent Clish reported that the flow cannot be measured at the Highland Drive lift station since it was upgraded with variable speed pumps. A new flow meter has been included in the 2010 budget, but may not work. He recommended that a demo of the Mulcahy/Shaw Water strap-on meter be installed at City cost. If it works, the meter would be purchased at \$2,907 minus the amount paid for the installation of the demo. If it did not work, the City would not be obligated to purchase the meter, but the City would not be reimbursed for the installation costs.

Commissioner Hanson moved to approve the purchase of a strap-on flow meter from Mulcahy/Shaw Water at a cost of \$2,907 if it is demonstrated that it will work at the Highland Drive lift station. The motion was seconded by Commissioner Schoenenberger and carried without a negative vote.

DISCUSS THE OPTION OF AN OUTSIDE EVALUATION OF THE SCADA/COMPUTER SYSTEM AND ASSOCIATED COSTS; AND ACTION THEREON

Superintendent Clish provided a chart summarizing the services that would be provided by Ruekert-Mielke and Starnet. The major difference between the two is that while Starnet, at an estimated \$10,800 to start, proposed to test to determine the course of action to resolve the issues, while Ruekert-Mielke would be replacing the SCADA alarm system with WIN911 and reprogramming the system at a total cost of \$14,900. No failures have been associated with WIN911 and the hardware that is now in use at the plant can still be maintained. Superintendent Clish advised that he was satisfied with the response time offered by Ruekert-Mielke.

A motion was made by Commissioner Stransky, seconded by Commissioner Slavin, to authorize contracting with Ruekert-Mielke to replace the SCADA alarm system with WIN911 and

reprogram the system for a total cost of \$14,900 and to provide day-to-day services at an hourly rate plus mileage. The motion carried without a negative vote.

UPDATE ON NR 101 FEES; AND ACTION THEREON

Superintendent Clish advised that the mandatory annual NR 101 fee of \$8,381.77 is slightly lower than last year's and is included in the 2010 budget. A lab fee of about \$1,000 and a groundwater fee of about \$100 will also be charged to the City. No action by the Sewerage Commission is required.

REVIEW PRELIMINARY PLANS FOR SANITARY SEWER AND WATER EXTENSIONS IN WESTERN ROAD IN ADVANCE OF THE PROPOSED HWY 181 ROUNDABOUT CONSTRUCTION; AND ACTION THEREON

Director Wiza reviewed the plan sets he provided to the Commissioners for the sewer and water extensions in Western Road, advising that the installation would be done this year, even though the State has delayed construction of the roundabout to 2013. If the facilities and the laterals to the property lines are not installed before the roadway is reconstructed, it would be cost prohibitive to provide those services in the future. He cautioned that there was no guarantee that any of the Town properties will annex to the City and connect to the municipal services. A letter is being sent to the Town property owners to let them know of the opportunity to connect. Construction is expected to occur in July and August 2010, to be completed before school resumes.

Commissioner Graham moved to recommend staff proceed with the plans for the sewer and water extensions in Western Road. The motion was seconded by Commissioner Schoenenberger and carried without a negative vote.

REVIEW CLAIM FOR REPAIRS TO BARN DOOR ON THE ZARLING PROPERTY LOCATED AT 1838 PIONEER ROAD; AND ACTION THEREON

Superintendent Clish advised that John Zarling was making a claim to the City's insurance company for a barn door that he states was blown off the old pole barn on the City property at 1838 Pioneer Road. One estimate for replacement is \$1,632. Commissioner's concurred that the claim should be processed by the City's insurance carrier.

UPDATE ON PROPOSED PHOSPHORUS REMOVAL LIMITS LEGISLATION; AND ACTION THEREON

Superintendent Clish reported that he was at a Municipal Environmental Group (MEG) meeting most of the day and it appears that the proposed DNR legislation is going forward. The draft now includes some of the MEG proposals, such as the three-term implement period, but there is no guarantee that they will be part of the final legislation. There is more pressure to get the agricultural industry involved, but the downside to that is the DNR is looking more closely at land application, which can make it more difficult for municipalities to land apply its biosolids. Action has to be taken on the DNR proposal by September 2010 or the EPA will impose its own limits, which are expected to be even more restrictive.

UPDATE ON PLANT OPERATIONS AND DISCUSSION OF MONTHLY REPORTS

Garfield Street Lift Station

In response to a Commissioner question, Superintendent Clish advised that he received only one call to date regarding odor at the Garfield Lift Station. The call was placed on an early spring day that was especially warm and before the odor system was turned on. When they arrived at the lift station, the odor had already dissipated.

Cedarburg Dairy

Wastewater staff continues to check the collection system accepting the waste from Cedarburg Dairy and there have been no problems for a long time. It appears that a new operator has corrected the methods of the Dairy's pretreatment facility that caused the foaming problems in the past.

REVIEW AND CERTIFY THE CODE OF ETHICS

Sewerage Commissioners acknowledged receipt of the Code of Ethics and agreed to abide by them.

IDENTIFY FUTURE AGENDA ITEMS

Due to the timing of the bids for the Wauwatosa/Western Utility Extensions, Project No. 2010-02, Commissioners agreed to schedule the next meeting date for June 22, 2010. There will not be a meeting on June 15, 2010.

ADJOURNMENT

Commissioner Hanson moved to adjourn the meeting at 8:03 p.m. The motion was seconded by Commissioner Graham and carried unanimously.

Darla J. Drumel
Administrative Secretary