



WATER, SEWER COLLECTION, AND STORMSEWER COMMITTEE MEETING AGENDA

Tuesday, May 17, 2016 7:30 A.M.
Sister Bay Wastewater Treatment Plant
2124 Autumn Court

For additional information check: www.sisterbaywi.info

In order for everyone to hear the discussion please, turn off your cell phone. Thank you.

Call Meeting to Order

Roll Call

1	Chair – Pat Duffy	2	Scott Baker
3	Kathy Enquist		Village Administrator – Zeke Jackson
	Utility Manager – Mike Schell		Utility Supervisor – Dave Alberts
	Assistant Administrator-Janal Suppanz		

Consider a motion to recess until conclusion of Utilities Committee – WWTP meeting

Approval of the Agenda

Approval of minutes as attached

Comments and Correspondence

Discussion Items

1. **Administrative Related**
 - a. Capital Planning Worksheet
 - b. Discussion on Late fees
2. **Water System Related**
 - a. Update on Liberty Grove System
 - b. DNR Water System Inspection follow-up status
 - i. Private well inspections
 - ii. Cross Connection inspections
3. **Collection System Related**
 - a. Bioxide feed system update
 - b. Great Lakes Cleaning and TV and associated repairs
4. **Stormwater System Related**
 - a. Al Johnson’s parking lot Stormsewer project
 - b. CIP for Storm Sewer and operations fund
 - c. Vortex unit cleaning
5. **Extensions**
 - a. Garot project status
 - b. Braun Property
 - c. Harbor View (old school)
6. **Matters to be placed on a future agenda or referred to a Committee, Official or Employee**

Adjournment

Public Notice

Questions regarding the nature of the agenda items or more detail on the agenda items listed above scheduled to be considered by the governmental body listed above can be directed to Zeke Jackson, Village Administrator at 920-854-4118 or at zeke.jackson@sisterbaywi.gov. It is possible that members of and possibly a quorum of members of other governmental bodies of the municipality may be in attendance at the above-stated meeting to gather information; no action will be taken by any governmental body at the above-stated meeting other than the governmental body specifically referred to above in this notice. Upon reasonable notice, a good faith effort will be made to accommodate the needs of disabled individuals through sign language interpreters or other auxiliary aid at no cost to the individual to participate in public meetings. Due to the difficulty in finding interpreters, requests should be made as far in advance as possible preferably a minimum of 48 hours. For additional information or to request this service, contact the Sister Bay Village Administrator at 854-4118, (FAX) 854-9637, or by writing to the Village Administrator at the Village Administration Building, 2383 Maple Drive, PO Box 769, Sister Bay, WI 54234. Copies of reports and other supporting documentation are available for review at the Village Administration Building during operating hours. (8 a.m. – 4 p.m. weekdays).

I hereby certify that I have posted a copy of this agenda at the following locations:

- Administration Building
- Library
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_____/_____
Name Date

49 **b. Consider a motion to reconvene into open session:**

50 **c. Consider a motion to take action if necessary:**

51 *None of these agenda items were addressed.*

52

53 **d. Update on the hiring of Dave Alberts as the new Operations Supervisor:**

54 Dave Alberts has been hired as the new Utility Supervisor and will start on April 18, 2016.

55

56 **e. Discussion regarding the purchase of a 2016 Chevrolet Silverado truck for \$28,505.00 from Jim Olson Motors; Consider a motion for action if appropriate:**

57 \$25,000 has been budgeted for the purchase of a new pick-up truck to be used by Utilities
58 employees in the performance of their job duties. Proposals were requested for the preferred type
59 of truck from some area truck dealers, and Schell is recommending that a Chevrolet Silverado half
60 ton 4X4 pick-up truck be purchased from Jim Olson Motors for \$28,505.

61

62
63 *A motion was made by Duffy, seconded by Baker that the Chevrolet Silverado half ton pick-up
64 truck mentioned on the documentation which was included in the meeting packets shall be
65 purchased from Jim Olson Motors for \$28,505.00. Motion carried – All ayes.*

66

67 *A few of the Committee members noted that \$25,000.00 was budgeted for the purchase of a
68 truck, and, therefore, \$3,505.00 will still be needed. Duffy stated that the extra funds should be
69 withdrawn from Utility Capital Reserves, and indicated that it will not be necessary for a referral to
70 be made to the Village Board. Schell was asked to order the new truck ASAP.*

71

72 **2. Water System Related:**

73 **a. Report on #2 Well rehab.**

74 The rehab. work is completed on the #2 well and everything is back on-line and up and running.
75 In accord with DNR regulations a half draw-down water tower inspection will have to be
76 conducted soon. The employees from Lane Tank have been contacted and will conduct the
77 inspection ASAP.

78

79 **b. Update on the status of the Liberty Grove water pressure problems:**

80 The engineers from Robert E. Lee & Associates are evaluating the water pressures in the Liberty
81 Grove Utility District. Applicable data will be presented as soon as it is available.

82

83 **3. Collection System Related**

84 **a. Bioxide feed system update**

85 From time to time complaints are received that foul odors are being emitted from some of the
86 manholes. In an attempt to address this issue Bioxide has been utilized at the lift stations and
87 seems to be working quite well. To date the Hydrogen Sulfide levels have been greatly reduced,
88 but testing will be continue to be done on a regular basis. If necessary, Bioxide treatment levels
89 will be adjusted. A new 3,000 gallon Bioxide tank was recently delivered and it should be
90 installed soon. Once the tank is in place a full semi load of Bioxide will be ordered.

91

92 **b. Update on the status of the Great Lakes Cleaning and Televising Project**

93 The Great Lakes Cleaning and Televising Project has been delayed for a short time because of the
94 wet weather. The work will be completed ASAP.

95

96

97

98 **4. Stormwater System Related**

99 **a. Update on the status of the Bluffside and Mill Road Project**

100 *There is a ponding issue by the brick parking area on Mill Road, and installation of a catch basin*
101 *and a 16" line might alleviate some of those issues. At the last meeting the Committee members*
102 *determined that an estimate should be requested for the required work. That information is not*
103 *available yet.*

104

105 **b. Discussion regarding cleaning of the stormwater Vortex units:**

106 The Vortex units will be cleaned, but that project is also weather dependent.

107

108 **5. Extensions**

109 **a. Garot Project status**

110 No report was given regarding this issue.

111

112 **6. Matters to be placed on a future agenda or referred to a Committee, Official, or Employee:**

113 *The next regular meeting of the Water, Sewer Collection and Storm Sewer Committee was*
114 *scheduled for 7:30 A.M. on May 17, 2016.*

115

116 **Adjournment:**

117 *A motion was made by Baker, seconded by Enquist, to adjourn the April 5, 2016 meeting of the*
118 *Water, Sewer Collection, and Stormsewer Utilities Committee at 8:42 A.M. Motion carried – All*
119 *eyes.*

120

121 Respectfully submitted,



122

123 Janal Suppanz, Assistant Administrator

124

125



VILLAGE OF SISTER BAY UTILITIES

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 Phones: Voice 920-854-2246 Fax 920-854-7602 Cellular 920-421-0254

SISTER BAY UTILITIES LONG TERM CAPITAL IMPROVEMENT PROJECTS

<u>WWTP</u>	Project Year	Cost Estimate (Per year)
Roof solids building	2019	\$5,400.00
Roof pretreatment building	2019	\$4,950.00
Roof main office building	2019	\$27,510.00
Paint/replace basin catwalk	2020	\$30K/\$50K
Blacktop	2020	
Pretreatment cement repair	2016	\$23,869.60
Pretreatment Grit system Rehab	2016	\$190,000.00
Main Lift Station Pump Rehab	2017	
Main Lift Station Generator upgrade	2017	
Research Portable Generator Use M.L.S.		
Telemetry and data collection		
Clarifier rehab / repl.		
Sludge Conc. rehab / repl.		
Aeration dr. and shaft rehab / repl.		
Aeration Basin I-Beam rehab / repl.		
R.A.S. and W.A.S. pump rehab / repl.		
Sludge Conc. pump rehab / repl.		
 <u>COLLECTION SYSTEM</u>		
Roof Main Lift Station	2020	\$4,800.00
Flow line/manhole S.B.E.	2017	\$35,000.00
Flow line/ manhole Pheasant Ct.	2016	\$5,000.00
Telemetry system upgrade	2019	
Telemetry for 3 grinder stations	2016	\$6,332.00 + \$1,042.00 yearly
South Bay Shore Drive Manhole Rehab	2016	\$30,822.00
Maple to Canterbury Connection	2016	
Bio-feed system	2016	\$2,500.00+ \$18,000.00 yearly
Chain Saw	2016	\$200.00