

**Village of Egg Harbor
Utility Committee Meeting Minutes
October 19, 2021, 11:00 AM**

Join Zoom Meeting with your Computer or Smart Phone

<https://villageofegg Harbor.zoom.us/j/92718840733>

Meeting ID: 927 1884 0733

Join Zoom Meeting on your Phone (audio only)

Phone Number: 312 626 6799 Meeting ID: 927 1884 0733

John Heller, Chair
Mack Bonk, Member
Tom Prohl, Member

TC Johnson, Member
Paul Zeller, Member
Bert Sawyer, Operator

1. Call to order and approval of the agenda
 - a. John Heller called the meeting to order at 11:04 AM.
 - b. Committee members present: John Heller, Mack Bonk, Paul Zeller.
 - c. Absent: Tom Prohl, TC Johnson
 - d. Staff members present: Bert Sawyer, Megan Sawyer, Tom Strong,
 - e. Others present: Tom Kispert, McMahon
 - f. **John Heller moved to approve the agenda.**
 - g. **Mack Bonk seconded.**
 - h. **Motion unanimously carried.**

2. Approve September 21, 2021 Meeting Minutes
 - a. Corrections: No Corrections.
 - b. **John Heller moved to approve the September 21, 2021 minutes as presented.**
 - c. **Mack Bonk second.**
 - d. **Motion unanimously carried.**

3. Open Session (Limited to Ten Minutes)
 - a. John Heller opened the floor for public comment.
 - b. *Mack Bonk: Yesterday, I felt the rumbling in the ground. Is someone blasting?*
 - c. *John Heller: Yes, the blasting is for Church Street Construction.*
 - d. *John Heller: Looking at the Marina minutes at the recent trustee meeting, the pump out fee increase for 2022 got me thinking about where that material goes. This goes directly into our treatment collection system. I'm wondering if we should be charging them.*
 - e. *Mack Bonk: So, at the Harbor you can hook up to our pump out station which goes into our WWTP Main and to the beach lift station?*
 - f. *John Heller: That is correct. I don't know how much we are talking about here, but I think we should be charging the marina for the boat pump-out service that they charge for. This is just for the pump-out service that the boaters are paying the marina for, not for the marina facility itself.*

- g. Mack Bonk: I would agree.*
- h. John Heller: Are the showers only available to the boaters and not to the public?*
- i. Megan Sawyer: Correct. The restrooms with showers have a key code on the door. Those are only available to the boaters.*
- j. Mack Bonk: There is an existing fee schedule for pumping RV's that pump out right at the plant. I believe this is on a per pump out basis. I can't believe a boat would have huge holding tank. It is a nominal fee but a fee none the less.*
- k. John Heller: That is a good point. I can look into that.*

4. Wastewater Treatment Plant Improvement Project Update

- a. Tom Kispert: Provided an overview of the project progress as presented in the job site meeting minutes. We sent the official letter of Notification to Miron about missing the substantial completion date. We now expect to have delivery in November 12 with a projected completion date of December 22. There are other things that can be completed in that time, but some things cannot move forward. The electrical service is the main thing that can't be updated. We started up the new Generator last Friday. At the end of the project, there is a CWF fiscal sustainability plan that will be reviewed. This was submitted originally way back in September of 2020. This is a DNR requirement prior to the final payment. This includes an inventory of all critical assets, current equipment condition, the plan for maintaining and replacing equipment and a plan for energy conservation. At the end of the construction, we verify this information with the DNR on sight. He is ok with the Village completing this task. Whether Bert puts this together or if it is saved in different places, he doesn't care. He just wants to know that you have it.*
- b. John Heller: Is the equipment delivery now a firm date? To this point have any of the subs incurred any additional costs due to the delay?*
- c. Tom Kispert: This should be a firm date at this point. They have a completion date for fabrication and delivery. We didn't have dates before. If sub-contractors have incurred additional costs, that isn't your problem. If Miron incurs additional costs, that is on them. If the Village incurs any additional costs, you will need to track and justify those costs to Miron for payment.*

5. Reed Bed Clean Out Planning

- a. Tom Kispert: Provided an overview of the Reed Bed Clean Out Planning as presented in the meeting packet. The price has increased from \$30 per ton to \$65 per ton. Tipping fee has more than doubled. Based on what was removed last time, 262 tons, \$17,030 would be the direct payment from the Village to the Outagamie County Landfill. The actual payments will be based on the weight tickets. You will want to confirm you still have an account with the Outagamie County Landfill. The drivers will pass on the tickets to the Village for payment. The waste will be hauled to Outagamie County Recycling & Solid Waste. The DNR and County both have testing requirements for the material. These are very similar but this time we will need to do both testing. We can wrap up the*

paperwork once we have the results of the tests. I passed on the test forms to Bert to complete for DNR and Outagamie County. We will pull that together for submission to the DNR for review.

- b. John Heller: Who does the testing?*
- c. Tom Kispert: Bert had contracted with a third-party last time. Your lab doesn't have the capability to do these specific tests.*
- d. Bert Sawyer: Last time I used Pace. Northern Lakes can't test for some of these items either. I will be getting in touch with them this week or next week.*
- e. John Heller: I see there are several different protocols? I'm guessing we only have to do one.*
- f. Tom Kispert: That is correct. I believe it is protocol E.*
- g. John Heller: When are we planning to go out to bid?*
- h. Tom Kispert: Late next spring. I believe we did the work in late June or early July last time. That allows time for the snow to melt off and allow the biosolids dehydrate. The material has to pass a paint filter test. There is a certain dryness that is required.*
- i. Paul Zeller: When those reeds are harvested, are they literally cut at the soil level? How is that done?*
- j. Bert Sawyer: Last time they didn't cut them at all. They just hauled the reeds out with the rest of the biosolids. They try to put the reeds on the bottom then put the biosolids on top of that. They have to use a tarp.*
- k. Tom Kispert: Delivery truck requirements are included in the bid documents. Tarping of the trucks is so they don't lose any of that biosolids.*
- l. John Heller: Is that our only option in terms of the dump site? How much did we haul last time?*
- m. Tom Kispert: Yes, that is the closest landfill. 262 Tons was the total last time. Not as many trucks as you would think. I believe was about a dozen truck loads..*

6. Wastewater Treatment Plant Improvement Project Phase II Planning

- a. Tom Kispert: I still owe you a proposal for services for this project. We did submit your project to the DNR for the Clean Water Fund financing.*
- b. John Heller: I see our priority score was 50.231. What was our score last time? At this point we don't know if we will qualify for principal forgiveness?*
- c. Tom Kispert: I believe it was the same number as last time. We won't know if there is principal forgiveness for a while. Depending on how things are funded and now the new federal infrastructure bills are done, there might be significant funds that need to go out. That should increase the availability of funds, but we won't know for quite a while. All we can do is get the paperwork submitted then let the DNR will sift through it and see where we land.*

7. Wastewater Treatment Plant Manager Report

- a. Bert Sawyer: Presented an overview of the report as presented in the meeting packet. After the month of August, we are over our yearly flow and revenue*

numbers for 2021. The overall flows were up but the haulers were down slightly last month. Everything is running very clean, and our numbers look really good. A more constant flow is better for the plant. The new accommodations at the plant from the WWTP Phase I project are really helping out the treatment process.

8. White Cliff Lateral Incident Update

- a. *Megan Sawyer: Provided an update on the White Cliff Lateral Incident as presented in the meeting packet to bring this to the attention of this committee. Village Trustees expressed concerns about not passing the overtime costs on to the homeowner for the White Cliff Road repair. They were not opposed to it in this case, but also didn't want to set a precedent for future similar incidents. The Trustees did approve this decision at their meeting on Wednesday October 13th.*
- b. *John Heller: The property owner has paid the bill in full for the work completed.*

9. Declaration of WWTP generator as surplus property

- a. *John Heller provided an overview of the Declaration of WWTP Generator as surplus property as presented in the meeting packet.*
- b. **John Heller moves to recommend to the Trustees the declaration of the WWTP generator as surplus property and direct staff to list the item on Wisconsin Surplus Online Auction with a minimum bid price of the fair market value of \$10,000 and if that amount is not received list the item for sale at the fair market value price via Facebook Marketplace.**
- c. **Paul Zeller second.**
- d. *John Heller: What if someone bids less than \$10,000. It wouldn't sell in that case, correct? Do we know what the market value is?*
- e. *Megan Sawyer: That is correct. Cummins provided us with the fair market value. If you are publicly bidding it, you don't have to sell it at the fair market value. If we are having a hard time selling it we have the option to put it back up for auction at a lower minimum bid amount*
- f. *Mack Bonk: I was looking at the Phase II part of this. It appears there is a generator there. Could this generator there possibly be used in the Phase II project? Is this generator too big for the new lift station?*
- g. *Tom Kispert: This generator is actually too small for the new lift station. We did a preliminary review. The new lift station pumps are in the 100-110 horsepower range because of the increased capacity. The old ones are 40 horsepower, but the design capacity is less than half of what the new design is for. We are designing the new ones at 850 gallons per minute. At that flow rate, the total dynamic head rate goes up significantly. There aren't a lot of pumps to choose from at those levels. It is a much larger capacity lift station. We tried to maximize the existing capacity of the forced main. At any given time, we need to be able to run two pumps at the same time. That would be over 200 horsepower.*

- h. *Mack Bonk: Are there other areas in the Village that we could use either the generator that is at the current lift station, or this one that we just replaced at the plant? Could public works use one of those?*
- i. *Tom Kispert: You would probably have a better chance repurposing the generator from the treatment plant. That one sits outside already with an exterior enclosure around it. The one at the current lift station doesn't have an enclosure around it since it is inside the building. I believe that one is quite a few years older as well. Most of these older generators end up in stone quarries because of the air permit requirements. They commonly run them until they are dead then they scrap them.*
- j. *Mack Bonk: Thanks. You never know what happens in the future. If it doesn't sell at the minimum bid price, I wouldn't want to see it get scrapped.*
- k. *Tom Kispert: Generators need to be used and exercised to keep them in good running condition. If you don't, they just end up getting scrapped.*
- l. **Motion unanimously carries.**

10. WWTP Mutual Aid Agreement Update

- a. *John Heller provided an overview of the WWTP Mutual Aid Agreement Update as presented in the meeting packet. There has been a long-standing mutual aid agreement in place between municipalities. This item has been on the back burner for several months now. We are bringing it back to the committee to revive the discussion and get input. The insurance company expressed concerns about the liability portion of the agreement as noted in the following letter. Sister Bay and Ephraim are confirmed to have the same insurance company and they have already signed the agreement. The town insurance still needs to be confirmed. Bert Sawyer talked with Sister Bay who updated this agreement. They and others don't feel there is a need to modify the insurance section. Bert feels strongly that we need to sign this agreement as is.*
- b. **John Heller moves to recommend to the Trustees to sign the mutual aid as presented.**
- c. **Paul Zeller second.**
- d. **Motion unanimously carried.**

11. Open Session (Limited to Ten Minutes)

- a. John Heller opened the floor for public comment.
- b. No Comments

12. Next Meeting Time and Date

- a. Tuesday, November 16, 2021, 11:00 AM

13. Adjourn

- a. **John Heller moved to adjourn.**
- b. **Mack Bonk seconded.**
- c. **Motion unanimously carried.**

Meeting adjourned at 11:41 AM.

Minutes completed by Tom Strong on October 21, 2021. Submitted for approval on November 16, 2021.

Italics – summarized comments

Bold – Committee Action