

Village of Egg Harbor
Utility Committee Meeting Notice and Agenda
Tuesday, September 19th, 2017 at 11:00 a.m.
Paul J. Bertschinger Community Center
7860 STH 42, Egg Harbor, WI 54209

1. Call to Order and Approval of the Agenda

Heller called the meeting to order at 11:02 a.m. Those in attendance were John Heller, Adolf Walser, Tom Prohl, TC Johnson, Tom Strong, Paul Peterson, Ryan Heise, and Megan Vandermause. Also in attendance was Chris Roedl. Heller moved to approve the agenda, second by Walser, motion carried.

2. Approve August 22, 2017 Utility Committee Meeting Minutes

Prohl moved to table the approval of the August 22, 2017 Utility Committee until next meeting, second by Strong, motion carried.

3. Open Session (Limited to Ten Minutes)

- Roedl will be building a new distillery in the Village and reviewed how the waste created at the distillery will be handled.
- Roedl stated that most of the high solids waste will not go into the system and will be diverted by daily haul to farmers or compost.
- The sugar sources for the distillery will be grains and honey and what is left of the distilled grain will be hauled away.
- Roedl explained that he estimates 800-1,500 gallons per day will enter the Village's system which will generally be from routine cleaning.
- Roedl reviewed the amount of suspended solids that the distillery will produce.
- Roedl explained that the sanitation isn't as extreme as a brewery.
- There will not be a RAStaurant in the distillery.
- Staff will look into the sewer ordinance to determine the sewer rates.
- Roedl explained that vodka, gin, liquors, and a line up of whiskeys will be distilled.
- Clear spirits will be honey based with Door County bees.
- Heller suggested that Roedl get involved with the Door County Bee Keeping Club.
- Prohl stated that the Utility Committee wishes Roedl success and welcomed him to the Village.

4. Review Engerenecs Quote

- Peterson explained that the quote refers to Engerenecs tying the hour meters from the pumps in the building into the SCADA system.
- When the equipment replacement project was completed the RAS pumps and waste pumps had their hour meters taken out.
- Sabel Mechanical provided a quote for about \$3,000 to reconnect the pumps that had hour meters taken out.
- Engerenecs quoted \$11,000 to tie everything together and includes re-hooking up meters and re-calculating data collection.
- Peterson stated that there is money available in the budget for this to be completed this year as the sewer main repairs are not happening until January.
- The run time meters will be added back in and all the pumps will be tied into the SCADA system.

Prohl moved to accept the proposal from Energenec and to have the project completed within the current budget year from a fund that is approved by Peterson and/or Heise, second by Johnson, motion carried.

- Heise stated that a quote was received from Sabel Mechanical to separate and add control wiring in a conduit from the MCC upstairs to the 3 VFD enclosures downstairs.
- The conduits are not currently separated.
- If the funds are available and the Village wants to do this, the cost would be \$7,875 to run separate power and control conduit.
- The Sabel quote also contained a price for re-installing run meters, but this item was addressed in the Energenec quote.
- If there are any issues they may not be covered under warranty because the conduit is not separated.
- The separate conduit could be added at a future date or could be done now.
- Heller stated that he feels like the committee should wait to see if there are any problems.
- The committee agreed to leave one conduit.
- Sabel also submitted an add for the project, but the work has already been complete. An electrician on the project added some double pull and rewired some pressure switches for when the pump kicks out due to over pressure.
- The total cost of the add is \$1,081.59.
- The line can become over pressured and the work that was added in prevents the pump from restarting again.
- The committee agreed to pay \$1,081.59 for the added work.
- There are two credits being offered by Sabel.
- The first credit refers to the gauge and diaphragm not being installed and is in the amount of \$735.05. The WWTP did not have this before.
- The second credit refers to the paint color of the new sludge pipes that doesn't match the paint color of the old sludge pipes and is in the amount of \$357.69 including both the paint and labor.
- Pipes are color coded for ease of determining what runs through the pipe. Brown or brown tone pipes identify sludge.
- The committee agreed to accept both of the credits.
- A change order will be created to include the add of the pressure switch and acceptance of the credits. The committee declined Sabel's other two offers.
- If the VFDs and RAS pumps power would go out, the RAS pumps would restart when the generator kicks in.
- There was an issue when a staff member was on call and the RAS pumps did not restart when the generator kicked in.
- Kispert and Peterson did check into this today to make sure that the RAS pump was restarting when the generator kicked in, and the RAS pump did start.
- The parameter could have been installed incorrectly when the RAS pumps were put back in. If this is the case the inspection of the RAS pump would be free.
- If the RAS pump is inspected and this is not the case, there will be a charge for the inspection.
- There could be a voltage issue from the generator.
- Someone from Sabel was supposed to come and make some adjustments, but this was never done.
- Sabel does not have a record of this right now.
- The committee agreed to have someone come look at the RAS pumps on Monday.

- Heise asked Kispert how he felt about the project overall.
- The Village went out to bid for the project and received three bids total.
- Kispert stated that the two other bids were very close to the price that was expected and the winning bidder was a lot lower than the other two bids.
- Kispert stated that because of how the project went, it makes sense why the contractor that was selected had the lowest bid.
- Heise stated that he appreciates all of the Kispert's work of staying on top of the contractor to make sure that the project was completed correctly.
- The project that the Village expected to get is what was done.

5. FY 2018 Budget Review

- The committee received a 2018 Utility Fund Budget spreadsheet as well as an account detail worksheet for each line item.
- There is no rate increase budgeted for next year.
- Staff costs included in the budget pRASent are last year's cost as the Administrative Committee has not met yet.
- Heise went through the budget spreadsheet with the committee.
- Peterson believes that a reed bed clean out project will need to take place in the next couple of years.
- Kispert stated that he provided a loose estimate based on the Village of Sherwood's reed bed clean out that was completed this year.
- Kispert stated that the Village could clean two or three beds at a time.
- The beds would need to be out of service before they are cleaned out so that they can RASt and dry out.
- The beds would need to RASt for 6-8 months.
- This needs to be done at a certain time of the year so that the beds will regrow.
- Kispert stated that as long as no new material is being added to the beds they will dry out.
- The reed beds have never been cleaned out.
- The Village has six reed beds total.
- The committee discussed cleaning two beds at a time.
- There is some money available in the checking account that would allow for the expense without causing an increase in rates.
- \$65,000 should be budgeted to clean the reed beds.
- Engineering expense is the same no matter how many beds are cleaned out at a time. The biggest expense for the project will be the tipping fee at the land fill.
- The reed beds should be maximized so that everything is taken care of all at once.

Prohl moved to budget for two of the older reed beds to be cleaned out and then for the RASt of the beds to be cleaned on an operational basis, second by Johnson, motion carried.

- Staff will pRASent the Utility budget to the Village Board with the corrections determined by the committee.
- The committee would like to review the budget at their next meeting prior to the Village Board's review.
- The major equipment replacement will be adjusted in accordance with the new equipment.

6. Job Description Review

- The committee reviewed the job description for the Utility Supervisor as prepared by staff.
- The position will be advertised this week and the process will take about two weeks.
- Heise would like to have a candidate in mind by the Administrative Committee meeting on October 5th.
- Staff will advertise in the local newspaper as well as on a number of websites.

7. Lateral leak and inspections update

- Peterson reported that there is one property owner that had a leak in two locations.
- The property owner will receive a letter asking them to notify the Village with their plans for repair.
- During the last two inspections, no leaks were found.
- Peterson stated that one of the other property owners did not show up for their appointment, but Energenecs did find a clean out in the yard that was televised and nothing was found.
- Heller asked if it would be appropriate to inspect the repairs once they are completed.
- The letter will include notice of inspection during the repairs.
- Yesterday there was an alarm from the main lift station and one of the pumps quit working.
- Energenecs is coming tomorrow to look at the pump.
- This is not the pump that was just replaced, but it is the newest of the three pumps.
- The septage pumps are getting old, and one was rebuilt about 4 years ago and is at the point that it may need to be replaced.
- The pump could also be rebuilt.
- Prohl asked if a pump gets to a certain age if it gets to a point where it is obsolete.
- Kispert stated that if the part that is being replaced is going to be in production for the foRASeeable future it could be rebuilt, but if this is not the case it should be replaced.
- Kispert stated that this is something that needs to be looked into.

8. Next Meeting Time and Date

The next meeting is October 10th, 2017 at 11:00 a.m.

9. Adjourn

Heller moved to adjourn at 12:38 p.m., second by Prohl, motion carried.

*Respectfully submitted by,
Megan Vandermause*