

**Wastewater Committee Meeting Minutes
Tuesday, March 2nd, 2010 – 9:00 A.M.
Administrative Office Norway & Q**

Present: Karen McMurtry-Chair, Joan Fitzpatrick, Tim Nelson

Absent: Gary Kiracofe, Marc Paulson

Staff: Dave Alberts-Plant Manager, Russ Salfi, Brad Rasmusson, Charity Forsch-Administrator, Sue Shallow-Deputy Clerk.

Guests: Thomas Kispert- McMahan, Jerry Doriott- SHE

Meeting called to order by chair Karen McMurtry at 9:20 am

Changes in agenda: None

Previous minutes: February 2010, Russ Salfi would like to the Plant Managers report to read that he and not Brad is working on correcting the BOD problem.

Motion per Joan Fitzpatrick to approve the February minutes as corrected, seconded by Karen McMurtry, all ayes, motion carried.

Visitors Comments: There will be two presentations concerning the placement of Reed Beds at the Treatment Plant.

Tom Kispert, the McMahan project Engineer, here to present proposal for Reed Bed installation at Treatment Plant. Tom provided background on company and their goal to provide exceptional service and experience to projects on which they are hired as engineer. Installed the first Reed Beds in the State and have been recognized for their service and dedication to such projects. Volume of sludge produced, characteristics of the sludge, and location of the beds are important factors to be considered. Tom explained the workings of Reed Beds, including their harvesting in the winter, drainage and longevity. Mature plants can transfer oxygen and soak up to 40 inches of water per year. Reed beds have been studied for over 40 years so this is not new technology. Advantages- operation costs are very low, in 7-10 years you will need bio sludge removal, the final product will be a class B.

Joan Fitzpatrick asked Tom to explain Class A and B- Class A bio products need no additional treatment but require more intensive treatment and is a hard goal to reach. Class B bio products can be used as an Agricultural application but must be covered and tilled in or utilized at landfills. Culling the reeds in winter can be accomplished by cutting them down to about 12 inches or burning.

Tim Nelson asked Tom what was the smallest size Reed Bed they have installed, Tom responded that the minimum size he suggests is (3) 20 x 20 beds, for a small community. Tom recommends at least 3 beds to be effective for Ephraim. The lining and sand do not have to be replaced after winter harvesting. Russ Salfi asked how long after planting can a reed bed be used about 10 days stated Tom. McMahan's approach for this project- design is as follows; phase 1- discussion of needs of the community, 2-develop a preliminary design, 3- provide options for approval, 4- develop the final design, 5-provide operator training and 6- collaborate on a reed bed operation and management plan for submission to the DNR.

Mr. Tom Kispert would act as the Engineer in charge of this project, he has experience with all phases of work on 14 Reed Beds, Tom is a licensed and board certified engineer. Tim Nelson asked if there were any known issues with wildlife and the beds, no replied Tom, the type of material used is not conducive to wild life habitat. Cost of the preliminary engineering would cost \$6,500 or less depending on the records kept by the Treatment Plant. Additional work and building of the Reed Beds could reach a maximum of less than \$50,000. The cost for the entire project should not exceed a quarter of a million dollars.

Jerry Doriott provided the proposal from S.E.H. (Short Elliott Hendrickson Inc. for installation of the Reed Beds. Jerry provided background of company. Jerry specialty is Wastewater and he has done several of these projects. Reed beds are a very cost effective way to deal with sludge from the Wastewater Plant. Reeds grow tall and healthy and last 7-10 years before you have to take the sludge out. The type of reeds used for this application is Canary Grass (Phragmites) and can be seen as you travel toward Green Bay. Jerry recommends at least 4 beds to provide for quarterly rotation, recommends pipes down the middle rather than on the parameters. The planting of the root stalk, they recommend a firm they have worked with before. SHE services would include - process planning, construction plans and specs, funding administration, operational and maintenance manual, construction administration and observation, start-up assistance and operator training cost \$3,000,000. Tim Nelson asked about the Reeds planted in the beds- are they indigenous, yes but the ones used will be shipped from outside of the state. No special care of the reeds would be necessary other than cutting them down in winter; Jerry does not recommend burning as it may damage the liner. Class A disposal but additional testing would be necessary. Mr. Doriott has not had any experience with sludge that has been removed from beds. Timeline for completion of project would be approximately 3 months from initial start to completion of beds.

Bills to be paid: Charity informed the Committee about the new procedure they are completing purchase orders.

Motion per Karen McMurtry, seconded by Tim Nelson to recommend payment of all bills to the Board, all ayes, motion carried.

Plant Manager's report: Dave is here to present his report revenue down compared to 2009. Brad passed the WSLH blind certification test. Problem with the reverse osmosis system, a new tank has been ordered. Replacement fund expenses \$2,350.00 for the month, year to date \$3,840.00. No emergency calls in February. No safety meetings or injury incidents this month. Onsite safety training and rescue with Alpha Terra and Mid Door Fire Dept will be scheduled. Dave will be submitting reports to the DNR thru their website. He has received the CDs to work on the safety program and feels they will be very useful. The WW department purchased a new aluminum ladder since the one they have is in ill repair.

The Rankin lateral is complete. Focus on Energy is coming to give a wind assessment they will be in Ephraim later this week. The Wisconsin Rural Water Conference is next week.

Motion per Tim Nelson, seconded by Joan Fitzpatrick to approve the plant manager's report as submitted. Motion passed unanimously.

Consideration and Recommendation regarding plan maintenance for "backup generators".

Dave stated that we would get the 10% discount if we purchased the maintenance plan for all three generators. Not in this year's budget but savings could be a few hundred dollars. The generator at the Treatment Plant has the wrong coolant in it and must be done the other two do not have aluminum sleeves and the coolant in them is adequate. Tim Nelson agrees that we need to protect the generator at the Plant but also is concerned with not going over the budget. Karen clarified that the hit to this year's budget would be \$1,757 for the remainder of this year, not the \$5,600. Dave feels comfortable spreading this cost among different areas of the budget.

Motion per Karen McMurtry to authorize Cummons to fix the generator at the plant and we will sign a 3 year contract for Maintenance services at a cost of \$5,271, seconded by Tim Nelson, all ayes, motion carried.

Consideration and Recommendation regarding "Reed Bed" engineering proposals: Further discussions will occur, the Committee would like to review proposals and address this again at the April meeting prior to making a recommendation to the Board for approval.

Consideration and Recommendation regarding purchasing "stoaks basket and retrieval harness" for Ephraim Fire Department: The Ephraim FD will be the Plants rescue team on site when the WWTP goes into confined space. This stretcher is a piece of equipment to retrieve the entrant should it become necessary. The committee questions why the FD does not have one already. Tim Nelson suggests that WW purchase it own at a cost of \$361.00 and keep it at the Plant, along with the necessary Webbing Harness. Dave will speak to Chief Weborg about the Fire Department either purchasing its own basket or donating to the purchase of a better basket (cost \$679.00) and use it as a joint purchase to be used by both departments.

Consideration and recommendation regarding language changes for Municipal Utilities 13.04 (2) Waste Interceptors"Grease Traps". Committee reviewed Board suggestion to include "actively Selling" food.

Motion per Tim Nelson to approve this language and recommend its approval to the Board, seconded Joan Fitzpatrick, all ayes, and motion carried.

Business for next meeting: Reed Beds

Next meeting date: Tuesday April 6th, 9am

Adjournment:

Motion per Karen McMurtry to adjourn this meeting of the Wastewater Committee, seconded by Tim Nelson, all ayes, motion carried.

Respectfully submitted,
Susan Shallow-Deputy Clerk