

# VILLAGE OF EPHRAIM

FOUNDED 1853



## Wastewater Committee Minutes Monday April 3rd, 2017 9:00 A.M.

**Present:** Karen McMurtry- Chair, Joan Fitzpatrick, Mike McCutcheon, Bruce Nelson, Jim Peterman

**Staff:** Russ Salfi- Plant Operator in Charge, Susan Shallow- Deputy Clerk

**Guests:** None

1. Call to order: Meeting called to order by Chair McMurtry at 10:00 A.M., a quorum is present for this meeting.
2. Changes in Agenda: None
3. Previous minutes – Minutes from 2/6 and 3/10, 2017

**Motion per Nelson to approve the February 6, 2017 meeting minutes as presented, seconded by McCutcheon, motion carried.**

**Motion per McCutcheon to approve the March 10, 2017 meeting minutes as amended, seconded by Nelson, motion carried.**

Fall of 2019 Salfi re-certification

4. Visitors comments: None
5. **Plant Manager's Report:** Salfi is here to present his report, 4-7000 gallon loads of sludge was hauled to Sturgeon Bay Utilities. Sludge pump #2 went out of service and at the Board meeting they approved the repairs. Salfi has renewed his CDL license. Salfi attended a Bio-Solids Symposium in Stevens Point. Sabel Mechanical LLC, has removed the sludge transfer pump for repair which will take about two weeks. Salfi and Lohman completed the North Shore Road Winter SOP 5 times this month. Each time running 210 gals of 50 degree water thru the system. 50 water tests were conducted in March, 2 holding tank pumpouts and there were no emergency call-ins. McCutcheon inquired if there was any problem with Sturgeon Bay taking our sludge. Salfi has not heard that taking sludge is a problem for the Sturgeon Bay Plant.

**Motion per McMurtry to approve the Operator in Charge's report as presented, seconded by McCutcheon, motion carried**

6. **Discussion or recommendation regarding the Wastewater Replacement Fund:** Salfi introduced this item and read his recommendations that the Replacement Fund be used for replacement and repairs as needed for the items listed with the approval of the Committee and the Board. Salfi will develop an updated list of items to be included on the replacement list and it will be reviewed and updated annually and approved by this Committee and the Board. Salfi provided a copy of the existing replacement list for Committee review and comment. The costs for replacement as currently listed may need adjustment. Peterman commented that Salfi might want to consider purchasing used trucks that may be available from other municipalities on Wisconsin Surplus when

one is needed. Salfi would like to place service vehicles on the replacement list. Salfi explained some of the coding on the replacement list.

**Motion per McCutcheon to recommend to the Board that the updated replacement fund list include both replacement and repair, seconded by Nelson, motion carried.**

7. **Discussion or recommendation regarding REU calculation:** Salfi has done some research and reviewed the State Stats 66.0821 regarding Sewage and storm water system service charges. Salfi provided a copy of the State Stats regarding sewer charges and an REU calculation chart for the committee to help them understand how the metering was done and the REU's were calculated. In order to change an REU the property would need to be metered, this is addressed in the Wastewater Ordinances. Peterman inquired if there are plans to extend the sewer system. None at this time responded Salfi, when we have in the past it has been for a road that could be attached to the line and the cost to hook up to the sewer was paid by the property owner. Discussion regarding metering properties and that to install a meter in every residence would be cost prohibitive and problematic. New technology may provide a more reasonable way to gauge sewer use in the Village, Salfi will consult with Tim Nelson about what may be available. Questions concerning why some properties may be charged 1 REU and some are charged 1.5 REU's. Salfi will research some of the recent changes. Nelson suggested that a Zoning change may be the indicator if a property should be reviewed for a possible REU change.
8. **Discussion or recommendation regarding quotes for manhole inspections along Water Street / State Highway 42 in preparation for DOT resurfacing.** Salfi has received a quote from Great LakesTV Seal, Inc. and an updated quote from Sabel Mechanical LLC for the inspection of the 66 manholes on Highway 42. Salfi would like to speak with the DOT head engineer regarding the re-surfacing project to get information on possible grade level changes.
9. **Discussion or recommendation regarding replacement of the Plant SCADA computer.** Salfi has received a quote from PJ Kortens and Company, Inc. to replace the Plant SCADA telemetry computer and explained such to the committee members. Salfi explained the costs associated, a 64 bit computer is needed to run the software and updating the WIN 911 which must be replaced with the most recent version and the wonderware. Labor and Mileage in included in the quote of \$11,750.00. Salfi stated that he is very happy with the work they have done for us in the past.
10. **Discussion or recommendation regarding Wastewater acquiring the services of IronBrook for UV system prep and service.** This for a tech to come and prep and service the control panel, the racks and the lamps. Salfi would like to do this every couple of years. They also recommended that we consider refurbishing the system. Salfi will get additional information of the cost of system replacement.

**Motion per Nelson to recommend to the Board that they contract with IronBrook for UV system prep and service at a cost not to exceed \$1,800.00, seconded by McCutcheon, motion carried.**

11. **Discussion or recommendation regarding Wastewater acquiring financial forecasting services in order to develop a 5 year plan incorporating Capital Projects funding:** Salfi has spoken with the Village Accountant regarding possibly providing this service. For big budget items Salfi would like to have the Accountant consult with him and the Committee on these issues, the associated cost would be about \$1,200. Salfi would like to see capital projects as its own budgeted account.

**Motion per McCutcheon to recommend to the Board that the Accountant be hired to provide a 5 year financial forecasting service for the Wastewater department not to exceed \$1,500, seconded by , motion carried.**

12. Visitors' comments: None  
13. New business for next meeting: May 1st , 2017  
14. Adjournment

**Motion per McCutcheon to adjourn this meeting of the Ephraim Wastewater Committee, seconded by McMurtry, motion carried.**

Recorded by,  
Susan Shallow- Deputy Clerk