

VILLAGE OF EPHRAIM

FOUNDED 1853



Wastewater Committee Minutes

Monday July 24, 2017 9:00 A.M.

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

Absent: Bruce Nelson

Staff: Russ Salfi- WW Operator in Charge, Susan Shallow- Deputy Clerk/Utility Clerk

Guests: None

1. **Call to order:** Meeting called to order by Chair McMurtry at 9:00 A.M., a quorum is present for this meeting.
2. **Changes in Agenda:** None
3. Previous minutes – Minutes from 07/03/2017: Jim Peterman was not at this meeting.

Motion per Fitzpatrick to approve the July 3, 2017 meeting minutes as presented, seconded by McCutcheon, motion carried.

4. **Visitors' comments:** None

5. **Plant Manager's Report:** Salfi is here to present his report, Vacuum Pump and Compressor repaired the Main Lift #1. One Po4 lab sample tested above the EWW limit, the Alum level was increased and subsequent tests resulted with an average of 0.490 within the WI-DNR permit level. . Fitzpatrick inquired if the will need to continue with this Alum level, Salfi will continue to test then decide, he is confident the problem has been addressed. Salfi will report next meeting regarding the phosphorous level at the Plant. The Board approved the additional truck usage fee for emergency calls for pumpouts During the recent power outage Salfi was not able to monitor the back- up generators from home so he came into the Plant, all backup generators were working. The eDMR was certified.

The lift station #2 backup generator failed, Cummins was called in for repairs. Both the Mission and the SCADA systems notify the operator in charge when the generator runs. The generators are crucial to the operation of the Plant noted Salfi. It was found that the exercise clock in the main panel was not operational, the clock will be replaced on July 26th, it was noted that the generator would still work if a power outage occurred.

Door Guard and Security will submit proposals for Office and Lab security upgrades. 121 water were processed. There were 12 Holding Tank pumpouts and 4 Septic Tank Inspections, there are 2 more scheduled. 2 Emergency call ins, one with 2 responders. McCutcheon inquired if Salfi has seen a change in the holding tank discharge at the Plant since we increased prices. Yes, noted Salfi but he has been working

Motion per McMurtry to approve the Plant Managers report as provided, seconded by McCutcheon, motion carried.

6. **Discussion or recommendation regarding upgrade of Plant security system:** Salfi introduced this item. We have received 2 quotes for security upgrades one from Door Guard Security Systems for

\$1,470 and we will also receive one from Martin Security of Egg Harbor. The Martin Security proposal was received for \$952.50. Martin quote will include a detector in the vehicle room, the lab, and the office. Door Guard in the lab and office only. Both are relatively close. It is important for the monitor to call the Sheriff's department during an alarm added Salfi. McCutcheon inquired if this includes fire, no responded Salfi. McCutcheon inquired if this could wait in order for Salfi to get a quote. Salfi would recommend that we do this as soon as possible and recommend the Committee consider approving this as presented and the adding Fire at the next meeting. Salfi recommends

Motion per McCutcheon to accept and recommend to the Board the proposal from Martin Security Systems for a security system at the Plant at a cost not to exceed \$ 952.50, and review a quote for fire at the next meeting seconded by Fitzpatrick, motion carried.

7. **Discussion or recommendation regarding inspection of VOE manholes along HWY 42 / Water Street:** Salfi explained this item, Sabel Mechanical has provided a quote to inspect the 66 VOE risers, rings and covers along Water Street/Hwy 42 for \$3,406.00. Jeremy Ashauer from the DOT has stated that they plan to mill 2" and pave 2" for the resurfacing and there will be no change in grade. McCutcheon inquired if we have had this done before, not as Salfi recollects. The repairs would be done by another company. Fitzpatrick thinks that perhaps a more thorough inspection may be warranted. Salfi will take pictures when the lids are off, and we can save the \$1,000. McCutcheon explained how the DOT will proceed and additional work will be our project and will be done at a later date. Salfi would like this done either in the fall of 2017 or spring of 2018 with the work done in fall 2018. Peterman thinks the earlier we do it the better.

Motion per McCutcheon to accept and recommend to the Board the quote from Sabel Mechanical dated 7/19/2017 for the inspection of 66 VOE risers, rings and covers along Hwy 42 for a cost not to exceed \$3,500.00, seconded by McMurtry, motion carried.

8. **Discussion or recommendation regarding grinder station curb stop access:** Salfi stated that since our first freeze up in 2015, we mark each curb stop that feed into the low pressure main on North Shore Road. Most can be seen and are accessible but the caps often get hit. Then we can no longer put in a curb stop wrench to close the curb stop. There are 3 that are not accessible. We have located one and Salfi had the owner install a piece of PVC. Salfi recommends that we request that all along North Shore Rd. and in fact anywhere where we have a curb stop, that the curb stop be made visible and have some type of protection on it. According to current Ordinance the responsibility of the curb stop is the responsibility of the property owner. A green PVC cover cap is what Salfi recommends. There are less than 6 locations where this would be necessary. We can do this for the home owner for a fee or the home owner can do it themselves. Salfi would like to revisit our ordinance regarding this. Then he will compose a letter for committee review.

9. **Visitors' comments:** None

10. **New business for next meeting:** Proposal for Fire security system, Review of Ordinance.

11. **Move into Closed Session** per WI Stat. 19.85(1) (c) Considering employment, promotion, and compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility. *For the purpose of discussing performance evaluations and compensation.*

Motion per McMurtry to move into Closed Session per WI Stat. 19.85(1) (c) Considering employment, promotion, and compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility. For the purpose of discussing performance evaluations and compensation, seconded by McCutcheon, poll of Committee, Fitzpatrick aye, McCutcheon aye, Peterman aye, McMurtry aye, and motion carried.

12. Move into Open Session and make any necessary motions

Motion per McMurtry to move to open session, seconded by McCutcheon, poll of Committee, McCutcheon aye, Peterman aye, Fitzpatrick aye, McMurtry aye, and motion carried.

Motion per McCutcheon to proceed as discussed, seconded by Peterman, motion carried.

Next Meeting: August 28, 2017

13. Adjournment

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

Recorded by,
Susan Shallow- Deputy Clerk