

VILLAGE OF EPHRAIM

FOUNDED 1853



Wastewater Committee Minutes Monday November 6, 2017 9:00 A.M.

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

Absent: Jim Peterman

Staff: Russ Salfi Plant Manager, Susan Shallow- Deputy Clerk

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 10/02/2017, 10/10/2017

Motion per Nelson to approve the October 2, 2017 meeting minutes as presented, seconded by Fitzpatrick, motion carried.

Motion per McCutcheon to approve the October 10, 2017 meeting minutes as amended, seconded by McMurtry, motion carried.

Section 4 2nd to last para change *to no change to total budget.*

4. Visitors' comments: None
5. **Plant Manager's Report:** Salfi is here to present his report. The UV system has been turned off for the season. Lohman took the WI-DNR Solids Separation subclass. Septic Maintenance hauled 28,000 gallons of sludge to Sturgeon Bay. 2017 employee reviews have been completed and presented to the Administrator and Board for review. Salfi attended the WWOA Conference in Middleton, with credits applied for his re-certification. Team has begun the collection system flushing. Sable Mechanical has completed the inspection of manholes on 42. K. Diekman's grinder station has been inspected for winter 2017 North Shore Road SOP. We are no longer accepting septic inspections or pumpouts for the season. There were 78 water tests performed in October, 7 Holding Tank Pumpouts and 26 Septic inspections and pumpouts for 2017. No emergency call in's for October, however a call in early November will result in an Agenda item next month for a barrier at the Dry and wet Well hatches on the Smith garage property.

Motion per McMurtry to approve the Plant Manager's report, seconded by McCutcheon, motion carried.

6. **Discussion or recommendation regarding Winter North Shore Rd. SOP:** Salfi provided a copy of the current approved SOP for North Shore Road. Salfi noted that they have inspected K. Diekman's grinder station for use on North Shore Road. Salfi suggests we call it the North Shore Freeze Mitigation Procedure and post this as public notice for the winter.

Salfi suggests we remove the current document and replace it with his list as presented. McCutcheon inquired if Salfi knew what property owners have their property open during the winter. No replied Salfi. McCutcheon suggest we send a letter to the property owners. Discussion of the differences in the 2 SOP's. Salfi has made some changes to the procedure, he is starting the procedure on Jan 1 thru the winter months and is not waiting for the telemetry to indicate freezing has taken place. Salfi does not feel he needs to notify the residents when this SOP is in action. McCutcheon suggests it be stated in the SOP one time. Regarding plowing of the private section of the road, we will plow and sand

when we need access to the grinder station that we will use to perform the SOP. Resident is responsible for plowing their properties.

7. **Discussion or recommendation regarding Sable Mechanical LLC inspection of 61 VOE WW manholes along Water Street / HWY 42:** They have completed their inspections of the 61 manholes along Highway 42 and suggest that number 25 be repaired this month, it is located at 10006 Water St. Salfi feels they did an excellent job. Great Lakes TV & Seal provided a quote of \$1,550 for the repairs. McCutcheon inquired about the warranty.

Motion per McCutcheon to approve Great Lakes TV & Seal quote for repair of manhole #25 at a cost not to exceed \$1,550, seconded by McMurtry, all ayes motion carried.

8. **Discussion or recommendation regarding WI-DOT Work Plan for the resurfacing of Water Street / HWY 42, due on 11/19/2017:** Salfi provided a copy of the Utility Worksheet with proposed responses for the Committee to discuss. Committee discussed the contents of the form. Repairs or grade changes will need to be made in order to bring them up to the new level of the pavement. North of Anderson Lane. Cost and manner of payment for manhole repairs is yet to be determined, there is a question of whether the DOT will pay for the manhole repairs. McCutcheon stated that beginning this week we will begin working on a time line for this project. Bristol asked Salfi if he will be working with the DOT for these repairs. Salfi does not think we can do the repairs before the re-surfacing project begins or they will be higher than the pavement until the re-surfacing is completed. Bristol suggested Salfi communicate directly with Jeremy at the DOT. Salfi will be getting Sable Mechanical's cost estimate by next month's meeting. Sister Bay let the DOT handle the contract for their manhole repairs noted Salfi. Discussion of logistics of the re-paving and manhole repairs. A coordination effort between the DOT and Sable or someone else.

9. **Discussion or recommendation regarding VOE WW Lift Station annual cleaning:** Great Lakes TV Seal has provided a quote of \$2,406.00 for the cleaning of the Lift Stations and Holding Tanks.

Motion per McCutcheon to approve the Great Lakes TV Seal of \$2,500 for the cleaning of the Lift Stations, seconded by McMurtry, all ayes, motion carried.

10. **Discussion or recommendation of 2017 Budget purchase order re-appropriations:** Salfi explained his changes to previously submitted budget amounts and categories. Salfi will be meeting with the Administrator to review the 2017 budget.

11. **Visitors comments:** None

12. **New business for next meeting:** Barrier at the Dry and wet Well hatches on the Smith garage property. Review quotes for manhole repairs. 2017 Budget review results. Next Meeting date December 4, 2017

13. **Adjournment:**

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

Transcribed by,

Susan Shallow – Deputy Clerk/Utility Clerk