

MINUTES OF THE BOARD OF PUBLIC WORKS
Tuesday, May 12, 2020

The Regular Meeting of the Board of Public Works was held on May 12, 2020 at 7:30 a.m. in the City Council Chambers located at 405 Jefferson Street, Washington, Missouri. The following were present/absent:

MEMBERS:

Chairman	John Vietmeier	Present
Member	Brad Mitchell	Present
Member	Mike Radetic	Present
Member	Steve Richardson	Present
Ex-officio Member	Steve Strubberg	Present
Ex-officio Member	Vacant	--

OTHERS:

Council Representative	Steve Sullentrup	Absent
Council Representative	Mark Wessels	Present
Mayor	Sandy Lucy	Absent
City Administrator	Daren Lamb	Present
Water/Wastewater Superintendent	Kevin Quaethem	Present
Water/Wastewater Secretary	Beverly Hoyt	Present
Public Works Director	John Nilges	Present
Assistant City Engineer	Andrea Lueken	Absent
Emergency Management Director	Mark Skornia	Absent
Fire Chief	Tim Frankenberg	Absent

Originals and/or copies of agenda items of the meeting, including recorded votes are available on record in the office of the Public Works Department for one year. Video/DVD and audio tapes are kept only until the minutes have been approved for the meeting. DVD copies of this meeting are distributed to Board Members if requested.

Minutes

A motion was made by Mr. Mitchell and seconded by Mr. Richardson to approve the minutes from the regular March 17, 2020 meeting. The motion passed without dissent.

Old Business

Clay Street Water Tower and Enduro have been moved to next years' budget with all that is going on.

Delinquent Accounts

February before COVID-19 there were 65 on the delinquent account, which is a normal for the month. We let the first month slide, we hit the second month, third month and fourth. Some of the accounts you see can't be shut off and there are some we are unable to locate. The number on this has become lower, we are working on getting these located. This is just to show the delinquent accounts from February to current of 138 accounts. We brought this to show the Board and maybe reinstate the shut offs in June. We would like to get the Boards opinions first. The other communities are starting as business picks up. City Council spoke on this matter at their last meeting and June 1st was the targeted date.

Discussion of how owner and renters are both responsible, both are notified of the situation. There are a lot of repeated offenders, but they do pay their fee and move on.

It is felt that we need to have more contact with them. If they are late on water, they may also be late on others and the longer they go the harder it will be to catch up. They may just move on to another address. The bill goes to every party responsible. Need to look into having more communication with the ones who are so far behind. We need to look into Public Notices. Just don't have enough people to do all we need to do. Need to push to have more landlords held responsible or put in their name. Need to check with Mark Piontek on the legal aspect of this. Not sure if it can be pinned down to the landlords. Not fair to the City, the landlords get their check each month. We are constantly calling the landlord to get keys.

We are looking into automated water meters. The problem is the pressures against valves are hard to adjust to, price will be almost double to the normal meters. We are on a list to get 25 of these when they are perfected. We will discuss this more in the Water Rate issue talks.

There are some properties that have been over for several months. They go buy bottled water to flush their toilets and not pay the City bill. It is a small group but it does happen. Will do more research on this. We do call landlords and let them know.

There is a \$50.00 fee they are charged to get their water turned back on. This does not show up on uncollected revenue.

Meadow Lake Farms and Emerald City – Served by the City on the sewer side. We have received the as-builts of the sewer line so we will be working with Mark on getting the sewer easement recorded and getting the sewer line to the City. Work is being done and we are collecting sewage from them. We are working through billing with them. Following through with PWSD#1, we have the rights there it's just getting the billing worked out, bills to the individual residents. The treatment plant has been pumped out which was one of our responsibilities in the agreement. I

was assured by Kurt Unnerstall that he will get the plant demolished. All has passed through DNR, we have permits to do so by the end of the week. Top soil will be hauled in and seeded and strawed. Once we get grass growing over 70% of the site we will then move to close the operating permit. That will close out the Meadow Lake Treatment Plant.

In the agreement there were dollars allocated to getting a water study done to figure out the best way to serve Meadow Lake. Options are to come off Clay Street Water Tower head down Pottery Road. There is we believe a water line sleeve underneath Highway 100 @ Pottery. This shows on the plans from the 60's, 70's and 90's. We cannot find it, it's a 30" concrete pipe, could be under the pavement, we just don't know. Working with SCI on some ground penetrating radar, getting a cost on that, couple hours here won't be too expensive to do that work to see if we can locate it underground. Once found we can come up with a plan to extend it. If we cannot find it we will need to look at boring under Highway 100.

We do have an operating agreement with PWSD#1, we purchase bulk water from them at .80 cents on a dollar and the billing we are still working on. We do lose money on that operating agreement and so does PWSD#1. The quicker it is done the better. We have six months per the annex agreement, so by the end of summer this should all be done, Meadow Lake will then be served.

It was asked about the water capacity in Meadow Lake, does it meet fire protection? As of today yes they do – PWSD#1 extended an 8" line. It is being served with fire protection and it will be coming into the city.

Emerald City – Highway A. We were contacted a couple years ago, that they were potentially looking to send their sewage to the City and disconnect their plant. They do not plan on annexing, but there is an agreement with the water and sewage district to accept the sewage. That kind of fell apart when they had some easement issues on gravity sewer to the City. They could not get through a couple of property owners from Point A to B to the City connection. So they abandoned that and are now planning to pump that sewage over Highway A over into Country Acres Subdivision which is currently being served by the City. There is actually a flow meter at the district boundary line and will pay us two times the rate to treat their sewage.

Water Rates – Conversation on hold with COVID-19 situation. John gives three examples, this would get us essentially operating break even, maybe 10% above break even in two years. This proposal condenses the three tier system to a two tier system, ties everything to DNR water usages on gallons per day, that's why the cut off of 10,800 gallons was used for a three-bedroom home, 30 days.

A low water user will see an increase percentage of their water rate increase but only a small dollar amount. So if your water bill is \$10.00 you will see a \$2.00 increase in your water bill which is essentially a 20% increase. Commercial users, we can't just use a flat rate with them it would hit them harder.

There is a service charge of \$6.35 you don't get free water up to 1,500 gallons anymore. An active meter gets billed \$6.35. That charge is included in the 1,500 gallons of water. The revenue projection is \$225,000.00 of additional revenue. Right now we are the 5th lowest in the state. Meadow Lake water bills are double over ours.

We are looking to take these new water rates to Council in the summer. We plan to speak with some of the local businesses, there is a 7 ½ % increase and there are essentially 20 industrial users. Good progress is being made with the water rates.

Open Discussion

WWTP – The EPA handed down to the DNR to change their codes, wanting to stream line their codes. This is a statewide decision change for all plants, not just Missouri. Its all regulated one way. The physical operation of the treatment plant was not an issue it was just a paper issue. It's a paper issue not an operational one. To get this done DNR needed us to hire an engineering firm (Cochran). They have been working with DNR to get this done. What we have brought to the Board is the completed document that was forwarded to DNR by Cochran. This has been sent to Mark Piontek for his review and now the Board is reviewing. DNR is now waiting for Public comments. Once this is done an Ordinance will be presented to remove the old section of codes and insert the new codes in and now the violation closes and we follow the updated set of codes including the Enforcement Response Plan, which is an operational Guide.

DNR has not given a review time, maybe a sixty-day turn around, but we just don't have a time frame.

The guys at the treatment plant have the ability to do the testing, its taking the testing and putting it into that, the engineering firm that had the knowledge to put it in was submitted. We are not the only community that has the problem, there are actually others that were worse and struggling, they have been fined. We have struggled but have always pushed through in their time line of getting it done. This was a very in depth document. Next step is to get the response from the State and get the Board's approval and then goes on to the Council. An ordinance will be done, removing old section and inserting the new section, then would be in effect. Part of this is what they call local limits that are allowable for the Industrial users to send to us their zinc, copper and other industrial discharges. So we take the local limits which is part of all this process. We will then put that in the Industrial Users permits an issue them new permits with either the same local limits if they have not gone above or below and still meet the new or we will change their permits with the new local limits and will be re-issued. Just another minor step compared to all this. Still a process that has to be finished, once all is passed.

This was all a new mandate from the Federal Government that was enforced by the State of Missouri. As we went through that we were identifying whether we could do this in-house. We worked toward it and got a lot of the work done. There was some change in manpower, some retirements as time went on that's when we were hit with the violation. We needed to get it resolved so we hired Cochran. We felt at first we could handle it but as it progressed, we realized we could not. Now that we have all this I have every confidence that we can handle it from here.

Air Scrubber – This is done and operational. We have not received any odor complaints but we haven't really gotten into that season yet, give it another month when it warms up. So far it is working great. It's very functional, easy to operate piece of equipment and seems to be doing its job.

When we do sludge and it gets wet the odor can be not so nice. We try to keep it empty but an occasion we can't get it to the fields to spread and we have to store it. We have a plan to build a roof over the drying bed.

Looking at the water usage from March and April. April is less than March water pumped, storm water effluent. The water usage for March during the pandemic an April water usage is less. The wastewater went down. With wastewater we take in storm water, if you try to match it with water sold, they very seldom ever match. Because of all the other influences that we have at the treatment plant. The drop in usage could be we haven't had a lot of storms. So with the wastewater side if you try to match the water consumed to the water treated it very seldom will match. April was a drier month.

West End Lift Station is back on line and Walnut Street have been improved on an are working fine. The reason the tower was down on the west side was to raise the control panel above the 93 flood stage level. If it floods the equipment will not have to be removed. It will stay above flood stage. We did do a lot of cleaning on Front Street since our last meeting. We were actually able to get our sewer jet to run the whole line. We pulled a considerable amount of rock in the line. We still had a couple of issues, in one of the last rains we had with one of the residents down there. There is an ongoing issue down there, but as far as the system, the main and pumps are pumping the way they are supposed to. The big storm water pump put in, we were finally able to get a flow reading on it and did a test pump. We were pumping 3,200 gallons per minute out of West End with our test pumping and that's the max that the main can handle.

We are working on getting I&I taken care of as John stated earlier this is an ongoing thing we have to now look at 6" lines because that's the majority of our downtown. We just found out this year that Insitu-Form most of the time can do a 6" line they can now get in and cut service laterals, it's more expensive than 8" lines but we are going to have to start doing that. My goal this year was to get the camera out and inspect more of those 6" lines but the last couple of month with shifting employees it just didn't work out. Once we get back into normal operation we will get into more inspection of the lines with our camera to inspect the ones we can do and starting running some cost analysis of number to bring the Board for review. That is one of the biggest culprits of I&I, is our 6" lines.

Next Scheduled Meeting Date

The next scheduled meeting date is June 9, 2020.

Adjourn

There being no further business the meeting adjourned on a motion by Mr. Richardson and seconded by Mr. Radetic. All in favor aye, those oppose. We are adjourned.

Prepared by: Beverly Hoyt
Beverly Hoyt
Water/Wastewater Secretary

Adopted and Approved by the Board of Public Works:

Date: June 9, 2020 Signature: M. P. Kelly DDS
Secretary