

MINUTES OF THE BOARD OF PUBLIC WORKS
Tuesday, July 14, 2020

The Regular Meeting of the Board of Public Works was held on July 14, 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	Absent
Water/Wastewater Superintendent	Kevin Quaethem	Present
Water/Wastewater Secretary	Beverly Hoyt	Present
Public Works Director	John Nilges	Absent
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. Richardson and seconded by Mr. Mitchell to approve the minutes from the regular June 9, 2020 meeting. The motion passed without dissent.

Priority

No priority items. However, for anyone who would like, there is a manhole demonstration after the meeting this morning so if anyone would like to attend, feel free.

Wastewater

We have a Collections Inspection coming up with the Department of Natural Resources (DNR). This is done every three (3) years. They will be reviewing records of any backups we have had, we keep a paper copy and an electronic record of all backups. They will be taking a tour of the lift stations to make sure they are being maintained properly. We keep good records on everything. There will probably be a couple of things that we need to do better or that need worked on. Once his report comes back we will report to the Board on his findings.

Air Scrubber - The company has given us an A+ rating on installation. There is one small problem and it's no ones' fault, there is a lower hydrogen sulfide reading than normally anticipated. We are having a little bit of trouble building the bugs that we need to make it work 100 percent. So we are adjusting the levels over our wet well to get more hydrogen sulfide in the wet well to make this all work. It is working, just not at 100 percent. When this was bought we installed a charcoal filter system along with a bio filter so the secondary filtering is helping filter out odor. This is what it's designed for, its working just need to figure a way to generate a little more hydrogen sulfide. This is the only little issue we have, not a big set-back. We are actually working on trying to raise the wet well up to hold more sewage in the wet well so it will help generate more hydrogen sulfide which in the long run will help. This will not affect the operation of the plant.

Water Rate Proposal

This was discussed at the Administration Meeting which is the second time it has been discussed over the past week. This has come back to us to make a final review and present to the Council. There doesn't seem to be any particular questions or issues. We are at a point we have to do something. Myself, John, Darren and the Mayor and Mary Sprung have sat and tried to do what we can to make it easy for the residence to accept this and make sure it's not overwhelming. Admin and staff feels this is the best avenue for us to go down. The paperwork is in here for you guys to review again and if there is anything you notice, please let myself or John know so we can move forward.

Board has one question, after the rates increase, where are we going to be, will this move us from the second lowest to the fourth lowest? We are still in the bottom five even with the rate increase. Mr. Richardson feels we should move this on to Council and Mr. Radetic feel this is long overdue (seconded).

There is no for sure date at this time for the implementation. The increase will be minimal for most people, but the industries will take on a bigger dollar amount. We do need to make it public so as to give the residence time to adjust to this increase. There is a pan for that, it is uncertain what will happen when the federal unemployment runs out, there will be people that feel that pretty significantly. The optics of people losing their jobs, people being furloughed and then we come out and want to increase water rates. Whether it is pennies for some, to me that won't look good.

We need to move forward but just make sure there is some caution given. We need to be as sensitive as we can. We do have an advertising budget so it can be put in the newspaper. Council is looking at the new fiscal year as the start of the new water rates, but it has not been finalized.

The motion has been moved and second, all in favor of passing this on to Council, Aye, Oppose – none. This will be recommended to Council. We would also like to thank the staff for all their work over the past years, City Hall has done a lot of the work.

Old Business

The violation (WWTP) is still in public review, this will stay in old business until we get approval. Once this is done, we can start work on the industrial users permits, that's the next step then we will be done. It's moving forward as fast as it can through the process.

Meadow Lake Meters

We still have approximately 13 meters to swap out. These are the ones we don't have good telephone numbers for, we will be putting door hangers out this week. City Hall and Public Works are having trouble with the same few. City Hall is making them aware of the trash service. Their trash will not be picked up until their contract ends with their current hauler.

We are required to run the water line over to Meadow Lake Farms. The Public Works guys have gotten the water line run all the way to the highway. We are just waiting for MoDOT to give us permission to bore underneath. A couple of contractors have given prices for the boring, of course they may have to redo them. They are running out of time for the bids to still be good. I don't see them changing any so until we get moving I don't want to throw out any numbers.

Once this is done we will start crossing under the highway, heading south at some point KJU will take over.

We are moving over to Locust Street and replacing the water line which is a 2" line. Development is moving forward with McBride and Sons to build homes on part of that. Those lines have been in the plans to be replaced for some time, so we are moving forward now because of the development.

We are crossing the highway just a little east of Pottery Road, once we get there it's up to John and Kurt to decide where they want it to run to be the most feasible to get into Meadow Lakes Subdivision. No matter where we go there is rock, even on the south side where we are digging. We hit rock, but was able to break through fairly easy. There are water lines on the other side of High St, there's not enough pressure. There is good pressure, but as it goes back up the hill, since we are an elevated system. One of the State regulations is, when you take someone over you have to at least give them as closely to the same pressure as they have. So they have 92 pounds of pressure at the top, if we put it on High Street, the low side, they'd have 28 pounds of pressure. They have to be up on the Clay St., which is designed to take all that in any way. It's just getting there.

We are also going to be utilizing some of that new piping. There is a bi-directional valve we can put in down by Autumn Leaf which has low pressure too and fire flow issues. We will have to install a vault and a valve. If there were a situation there where they would need more flow that valve could be opened up and they would benefit from the pump station and the fire pump at the fire station to boost.

Any other Discussions?

Next Scheduled Meeting Date

The next scheduled meeting date is August 11, 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.

One quick note the City may be under a mask rule by our next meeting.

Prepared by: Beverly Hoyt
Beverly Hoyt
Water/Wastewater Secretary

Adopted and Approved by the Board of Public Works:

Date: August 11, 2020 Signature: MFLA DWS
Secretary

Memorandum

TO: Darren Lamb, City Administrator
Board of Public Works

FROM: Kevin Quaethem, Water and Wastewater Superintendent

DATE: August 7, 2020

RE: Work Performed by the Water and Wastewater Departments

STATUS OF MAJOR CONTRACTS – JULY 2020

PROJECT	VENDOR	CONTRACT AMOUNT	PREVIOUSLY APPROVED	CURRENTLY APPROVED	BALANCE
N/A					

JULY 2020

Water Pumped July 2020.....	79,965,598	2.58 mgd
Wastewater Effluent Flow July 2020.....	65,240,000	2.10 mgd
Missouri One Call Locate messages received July 2020.....	244	
Meters Issued as new.	10	
Meters Issued as replacements (Swap Out Meadow Lake Farms).	17	
Meters Issued as new for irrigation systems	0	
Service Requests/Work Orders Completed July 2020.....	28	
Sewer Routines	70	
Delinquent Accounts actually shut off in July 2020.....	43	

WATER DEPARTMENT FIELD WORK PERFORMED – JULY 2020

- | | |
|--------------------------------------|------------------------------------|
| 1. Shop Maintenance | 9. Antenna Work |
| 2. Meter/Swapping/Repair | 10. Water Break @ 1409 W Main |
| 3. Repair/Replace/Number Hydrants | 11. Water Break @ Sand Plant |
| 4. Check Wells/Lift Stations/Heaters | 12. Water Break @ W Main & Bernard |
| 5. Missouri One Call Locates | 13. Locust Street Water Line |
| 6. Hydrant Flushing/Painting | 14. Clay St. Water Line Project |
| 7. Maintenance on Wells | 15. Flow Test Clay Street |
| 8. Emergency Call Out/Tiger Car Wash | 16. Cold Patch – Water Break Areas |

WASTEWATER DEPARTMENT FIELD WORK PERFORMED – JULY 2020

1. Sewer Routines
2. Daily lab work and routines.
3. Cleaned belt press.
4. Clean Process Filters
5. Run belt press.
6. Elevator Inspection WWTP
7. Weed eat around Lift Stations
8. Sewer Backup – W 5th & Dubois
9. Pulled and Cleaned West End Pumps
10. Camera Sewer Line @ 610 Penn
11. Camera Sewer @ High & 2nd
12. Camera sewer @ Stafford & Fremont
13. Sewer Routines

ROUTINE FIELD WORK

1. Performed rereads as necessary.
2. Performed read-outs on meters (persons moving in and out)
3. Installed reading device receptacles on houses where new/replacement meters were installed.
4. Issued meters and materials to contractors, owners, etc.
5. Took necessary water samples of the distribution system.
6. Flushed hydrants – scheduled routine flushing.
7. Wastewater lab work.
8. Root-sawed and/or cleaned sewer lines where necessary.
9. Hauled sludge.
10. Televised sewer lines.
11. Performed river gauge measurement.
12. Performed sewer and water service main inspections.
13. Located water and sewer lines.
14. Monitored construction of water and sewer mains in new developments.
15. Responded to service call requests.
16. Invoiced for meters, materials and other charges as necessary.
17. Performed maintenance and repairs on buildings, vehicles, and equipment.