

MINUTES OF THE BOARD OF PUBLIC WORKS
Tuesday, December 22, 2020

The Regular Meeting of the Board of Public Works held on December 22, 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	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. Radetic to approve the minutes from the regular November 24, 2020 meeting. The motion passed without dissent.

Wastewater

Vandevanter invoice submitted to the Board of Public Works for approval of the Impeller Upgrade to Walnut Street Lift Station.

A motion made by Mr. Richardson and second by Mr. Mitchell to approve the Vandevanter invoice for the impeller upgrade to Walnut Street Lift Station

Slip lining – Working on a slip-lining budget for late winter to send out in the spring. We also did 25 manholes (OBIC) and looking at potentially doing another round. We do budget \$50,000.00 a year for manhole rehabilitation. This is an infiltration an inflow issue we take care of with each one we do is a better way of reducing those numbers.

With all the work in the old area on the west side, is there any statistics on the inflow? We have not had any real big rains as of yet, but we are running a 2.2 to 2.6 during a heavy rain event now 6.8 to 7.2 and sometimes worse in heavy rain events. So we can track it now, last I looked the flow was at 2.1, we do keep this monitored. Once we found the situation on High Street, the box culvert under the highway that had the bottom blow out and it migrated to the sewer system via a line that was not capped. We have also had the shoe factory disconnect their roof down spouts.

There was two very big sources of inflow. Since the disconnection of those, we have not had any surcharges down on Front Street. We do watch our lift stations remotely with the SCADA System; this is on all our phones. We maintain a three feet level at West End Lift Station in our wet well and a five (5) foot level at Walnut Street. Since we found those situations and the last rain event we had, we have not had any big three (3) inch gully washers yet, but I am sure they will come. Our lift stations have not raised in elevation in any of those rain events. West End has not left three (3) feet. Now both pumps have kicked on and has had to maintain but has not raised over three (3) feet, Walnut went up to seven (7) foot. The more we focus on these six-inch lines for slip lining, the more we will find of the unknown.

Water

Meadow Lake – We are still trying to find someone to fuse the pipe together. This is a challenge, there is not a whole lot of people that do this, trying to schedule something. Made contact with a second person, a group we are trying to get scheduled.

We are taking over Pottery Road from Highway 100 to Meadow Lake Farms, which gives us the ability to put the water line into the street, and since it is just a transmission line, it is not servicing anyone but Meadow Lake. So, now we can move forward.

When Meadow Lake wanted to annex in we thought there was a water line sleeve underneath, but that did not exist. The boring was unforeseen, we walked the initial area and Pottery Road was the best alternative. Unfortunately, Pottery Road was just paved. Council approved the maintenance of Pottery Road.

Water Tower RFQ – We did get our RFQ's for the water tower painting. John and I will be reviewing them and making a decision. We got two (2) from engineering firms that we have

worked with before. Now it is just picking the one we feel would be best. Will have them to the Board by the next meeting so we can move forward. Going out for bids and getting them in early and have something lined up by the spring or late fall. If we get a better price for late fall we will wait for late fall, it is all about the savings. The towers are in good shape just need to be repainted.

M E Frick's Lift Station – Headed out there today with the control panel, it came in yesterday. Crews have done the installation of the wet well. The only thing we will not be doing is setting the pumps and wiring, Vandevanter will do those. Hope to be done shortly after the first of the year. Bypass is working okay, there have been a couple of hiccups with the pumps but has not caused any issues, just normal maintenance when you are dealing with bypass pumping.

The bus shed and the old Melton building which is now Wegge goes into that station. M&K Distributing have a lift station in their building that pumps up and flows into the station as well. Frick's is our biggest water user out there.

Locust Street – City owned property, RFP's went out, and we solicited developers for housing. There are 26-houses that are going on that lot. Part of the agreement is that we will upgrade the water line and provide services to all 11 lots. We were planning to replace the water line anyway; and now it is completed. This is a pretty big deal, where the City has gone out for RFP's for residential property. Just a way to tackle some of the housing for working families. We are hoping those 26-homes will be built by spring. The City has also added a line for fire flow protection for the whole area, not just the development. A line ran westward right along the property that we own right on the south side of the creek all the way back over to Jefferson St. and ties in. The whole area is now looped which was not before. Now it is looped with a six-inch line, which will improve fire flow for all existing residents.

This project was not for the development alone it was for the rest of the system as well. We looked at everything, what it will do for the rest of the community. We look past just that one little snap shot, what it can do for everybody.

The sewage at Weber off Rabbit Trail flows down to Rabbit Trail. There is a lift station in the back of Betony Ct. It pumps to another lift station and flows to the rear of the condominiums on Rabbit Trail. There is potential that we can eliminate a lift station if more development would occur on the opposite side of the creek that does exist, we could go to gravity flow. There is a gravity line on the east side of the creek just not that far south yet. We don't have the property rights.

Shut Offs – We are still not shutting off at this time, we are working on a plan to take over the ownership of the curb stops. This has always been a tool for the City as well as the homeowner. We have drafted an Ordinance and Administration is reviewing. We hope to have this done to present to the Board by our next meeting.

The large water bills owed are the four months and for the most part, we are unable to shut them off because of the curb stop. Our code says this is the homeowners curb stop so we send them a letter to repair their curb stop so we can shut you off. Also on the payment schedules notification that was given by the city to you. When you became delinquent 20 days after the bill went out you would be considered delinquent. Then you are notified 15 days after you were schedule to be

shut off. We have drafted and extending the timing to shut off by another 15-30 days to allow more time to get caught up. On your bill, we would say you are subject to turn off.

We need to look at the payment plan that was done in 2014 or 2015 that is extremely front loaded what that means is you would be subject to turn off unless you want on this payment plan. Well if you owed \$500.00, the plan made you pay about \$300.00 up front and the rest break down in payments. To get caught back up. Hard to tackle bills that are not being paid. At this time we are not out there on a schedule shutting off, we are going after the ones that are over the four-month period and trying to work with them. We are still doing shut offs however it is on a very slow process due to the other projects we have going on we have not focused on the shut offs.

We have asked for guidance from Council and spoke with the Missouri Rural Water Association (MRWA). The impact of not shutting off the number range from \$49,000.00 to \$60,000.00 it varies this is for one month to 4 months an over at the end of 11/30/20 we generated around \$163,000.00 for the fiscal is \$325,000.00 need to know the numbers pre-Covid. Before pre-Covid, our shut offs were down to 45 to 50 on the shut off list.

Our code says if your one-month delinquent we can shut off, in my 20 to 21 years here we have never shut off one months, we always start with the 2nd month so if you look at the shut off list there could be 250 to 300 people but the majority are on the one month. Then you go to the two month an look at it which is where we start our shut offs, pre-covid we were down to 48 on the 2, 3 and 4 month lists, that's a number of shut off. Not sure, of the dollar amount we look at the number of delinquents more than dollar amounts. Since covid, we are up to about 120 at one point it was up to 200 it bounces around. When covid hit we stopped doing shut offs and of course those numbers bumped up. They have never gotten over 200. Therefore, it is kind of a floating number. Before pre-covid we were aggressive every month we had three people, the list was split in three and they did shut offs, that was their job. We were doing very well, since covid it is a rolling number all the time.

Once shut off there is a fee to turn back on during business hours if not you would be turned back on the next morning. We are looking into if you want it back on after hours there would be a convenience charge to have someone come back in to turn it on.

There is a lot of work ahead to look at these dues and processes. We need to get on a more consistent schedule.

Next Scheduled Meeting Date

The next scheduled meeting date is January 26, 2021.

Adjourn

There being no further business the meeting adjourned on a motion by Mr. Mitchell and seconded by Mr. Richardson. 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:

January 26, 2021

Signature:

M. P. H. O. R. S.

Secretary