

MINUTES OF THE BOARD OF PUBLIC WORKS
Tuesday April 25, 2023

The Regular Meeting of the Board of Public Works held on April 25, 2023 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
Vice Chairman	Brad Mitchell	Present
Secretary	Mike Radetic	Present
Member	Steve Richardson	Present
Ex-officio Member	Steve Strubberg	Absent
Ex-officio Member	Vacant	

OTHERS:

Council Representative	Mike Coulter	Present
Council Representative	Duane Reed	Absent
Mayor	James Hagedorn	Present
City Administrator	Darren Lamb	Present
Public Works Director		
Public Works Superintendent	Kevin Quaethem	Present
Water/Wastewater Admin. Asst.	Sarah Skeen	Present
Assistant City Engineer	Andrea Lueken	Absent
Waste Water Foreman	Kerry Duke	Present
Water Foreman	Dylan Voss	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 made by Mr. Richardson and seconded by Mr. Radetic to approve the minutes from the regular meeting held March 28, 2023, meeting. The motion passed without dissent.

Priority Items

None

Wastewater

We decided it was time for you guys to look at the proposed ordinance for the sewer rate increase. This is just a preliminary. We thought it would be good for you guys to look at it, take some time, read through it, think about it, and give us your input on it. Last time we did the (change) with the water rates, it works out really well if we do it October 1st with the start of the budget year. I was looking at the first page, but I didn't go to that back page where it says January but it should really should say October 1st.

Was there any provision for this to be similar to the water so that there is a CPI? On the last page, it says "also need a CPI escalator" so we would add this on the backside. This is the first time we have raised rates since 2009, even though operational costs have gone up since 2009. This is what they consider an operational increase and not a bond issue or a purchase of anything so this can be approved by the board and the council without it going to the voters.

Do you have any idea what the average homeowner and the average business costs are going to go up to? We have a spreadsheet calculator for that. We can pick some high users and some low users, and we can get that to you to show you. You can send me names and we can calculate that and let them know what that next increase will be. We can do some guess-timing down the road with the CPI. We wanted to start with you guys looking at before we get too deep into it.

Are the numbers there that show the revenue will increase and how much does that put us in the surplus or are we still in deficit?

There is an excel spreadsheet that I can send out to you guys so you can work with that and see how that's calculated. I haven't spent a lot of time on that yet because I wanted to sit down with Darren on it. With the increase it should put us in the black after the first year. I just don't know what the percentage is yet. The CPI index will help, every year we get charged for that but we are not recovering that. That is one of the reasons why we got to where we are now because we have not done anything to recover the CPI on that. It is a lot to do and it is something we have to do to be able to maintain the quality of service to residents.

The status on slip lining is that they came into town and started yesterday. They are slip lining on Cedar Street, Fremont, and Dubois. Then they will run to the Lake area. We, as a department, have to work on some sewer lines in the 7th street area that we are slip lining because of the situation over there. We have to tie two lines together that we found out were not tied together. We need to tie them together so that they can get their sock through there; otherwise, they can't line it. We have to place a manhole on 8th street. We are currently working on that right now; we are waiting on locates to come in and we can get that started. The goal is to have that ready by the time they get done with the other parts of town and they can roll right over to that. We do have an agreement with them, that if we don't get that done, they will pull out and come back and modify their mobilization fees. They are at a point right now where they are looking for work to do to keep crews busy. They are willing to work with us. We have to wait for locates and locates, here lately, have been a challenge to get most of the time. Just to let you know that they

are in town and they, unfortunately, will be inconveniencing some residents, but they will do traffic control and everything else. It is what we got to do to keep moving forward.

We got a bill to replace the West 5th Street Lift Station, the one that was in bypass for about 4 months out there by the West 5th Street elementary school on West 100. It is done, it is operating and it is running wonderfully. This is just to pay the Pump Shop for the materials and the work they did. We went out for bids, and you approved for us to go through with it about 4 months ago. A motion made by Mr. Richardson and seconded by Mr. Mitchell to approve the payment to Pump Shop in the amount of \$45,968.99. The motion passed without dissent.

We have two new employees for Wastewater. We have Chris Alferman came to the collections side and Todd Blanc, who only works three days a week, he will be part time. He will be our new Pre-treatment coordinator for our Industrial monitoring. He comes to us from the Department of Natural Resources. He retired from there and he was their Pre-treatment coordinator for the state. We were lucky enough to get a guy who has a wealth of knowledge on pre-treatment. He just wants to get into the city side of things.

Water

We have a pay request for Cochran Engineering for the Southpoint Storage Tank. A motion made by Mr. Mitchell and seconded by Mr. Radetic to approve the payment to Cochran Engineering in the amount of \$3,759.64. The motion passed without dissent.

An update on the Southpoint Storage Tank. We are proceeding with that; it is all in the hands of Caldwell Tanks. They are trying to procure the steel. We do have a proposed start date of August 15th to break ground. It is all hinging on how fast they can get the steel. At some point in time we should start seeing steel show up on the site.

Moving on to some improvements on Rabbit Trail. We have done this in the past in several places. Whenever a developer comes in and puts a new subdivision in, they give us the plans that shows what the requirement for the water is for that subdivision. We make a decision on whether this is going to be a connector line or a transmission line; to improve the system down the road we upsize the pipe. In this case here, the design for the plan was an 8" pipe so we upsized it to 12" and we pay the difference between the 8" and the 12". We purchased the pipe in the beginning because we get a better deal than they do. We have to pay the company and then we get a reimbursement check from the developer. We have to pay Schulte \$49,666.90 to cover all the materials but we will get a little less than half of that, \$17,000 back for what it would have cost for the 8". The reason that we are upsizing to a 12" is because down the road, the plan is that the water line will run from Washington Heights, which is 12", down along Bieker, tie into those 12" lines, which will then back feed into Rabbit Trail and then run all the way up and tie into the new tank. We will have a 12" feeder line looped all the way around and that whole end of town will be completely looped with a 12" line all the way around. Rabbit Trail, right now, has a 8" line, and we are just feeding the 8" from the back end. It's a plan for future growth. If we don't plan for that then we end up like we are in other places where we have undersized lines. They can still supply the need but it makes it harder for people to start building because we don't have that volume that we need. We did that down on Olive Street when Andy put his line in to do his new development that only required a 6" and we put in an 8". The biggest one we've done is the line that went out to N-Sports. That one was only required to have a 6" but at the time there were conversations about maybe

looping out toward Ming Estates, we upsized it up to a 12” to have that volume down the road. This is not something new that we have done, it is just that it is such a big dollar amount, I needed you guys to approve it for payment. All in the betterment of the quality of water for the future and the existing lines. When these lines are all looped it will also benefit fire protection for everybody involved in that area because it gives more flow and more volume. Not to be confused with pressure. A motion made by Mr. Mitchell and seconded by Mr. Richardson to approve the payment to Schulte Supply in the amount of \$49,666.90. The motion passed without dissent.

Other

None

Old Business

How is the engineering going on our huge pea trap? Right now we have a conceptual plan on how we can fix it, but it has to go to the structural engineering side of Cochran. They are reviewing that right now but I am told that we will have something by the end of this week. The plan is that we utilize the cradle that is there and we are going to take two pieces of steel pipe and put pylons back by the manhole, totally away from the creek, and extend them out so that the trestle can sit on those and it will be anchored to that. If there is any more washout it would have to go all the way back 30 feet. They need to make sure that the way the conceptual plan is with the piers that are planned, that it will structurally hold. We all think it is, but it still have to be approved because the plans have to go to DNR for approval for emergency construction. We have to do that to ensure that once it goes to DNR they agree that we did the right thing with the structural study. We are basically building a guarantee. We have the right of way, it is already cleared out, and we are just waiting for plans. We need to come up with the contractors that can do the work, so we are trying to find a couple contractors, then I will take them to Darren and then we will review them, we will have an emergency meeting and move forward. Right now, we are still in the design side.

I wanted to update the board on the search for the Public Works Director. We put a recruiting packet together about three weeks ago and sent that out to various entities across the state, engineering groups, individuals that we thought might be interested. The committee is going to be comprised of the Mayor, myself, and our HR Director, Shauna Pfitzinger. We asked John to also serve on that board. We are going to meet next week. We will get started going through some of those applications. In the interim I wanted to let you know that we did give the title of Interim City Engineer to Charles Stankovic, who works in our Engineering Department. Most of the time he is the guy behind the scenes doing a lot of prep work for John and design work for him. He is going to step up in that role until we figure out how to fill John’s shoes for the City.

Next Scheduled Meeting Date

The next scheduled meeting date is Tuesday May 23, 2023.

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, none. We are adjourned.

Prepared by: Sarah Skeen
Sarah Skeen
Water/Wastewater
Administrative Assistant

Adopted and Approved by the Board of Public Works:

Date: 5/23/2023 Signature: M. Richardson
Secretary