

Meeting

Brown Deer Water Commission
Wednesday, March 2, 2016
Village Hall, Room 101 **5:00 P.M.**



PLEASE TAKE NOTICE that a meeting of the Brown Deer Water Commission will be held at the Village Hall of the Village of Brown Deer, 4800 West Green Brook Drive, Brown Deer, Wisconsin at which time and place the following items of business will be discussed and possibly acted upon:

- I. Roll Call
- II. Persons Desiring To Be Heard
- III. Consideration of minutes:
 - A) Ratify November 5, 2015 Minutes
- IV. Old Business
 - A) None
- V. New Business
 - A) Review construction bids for 2016 water main relay project and approve contract award.
- VI. Staff Report
 - A) Winter Operations
 - B) Regulatory Updates
 - C) Staff training
 - D) 2014 Milwaukee Rate Case Follow-up
- VII. Treasurer's Report
 - A) Ratify Vouchers for November, 2015 through February, 2016
 - B) Review Balance Sheet and Income Statements
- VIII. Adjournment

Jill Kenda-Lubetski, Village Clerk
March 1, 2016

PERSONS REQUIRING SPECIAL ACCOMMODATIONS FOR ATTENDANCE AT THE MEETING SHOULD CONTACT THE VILLAGE CLERK AT LEAST ONE BUSINESS DAY PRIOR TO THE MEETING.

**MINUTES OF THE MEETING OF THE BROWN DEER WATER UTILITY
HELD AT THE BROWN DEER VILLAGE HALL- 4800 WEST GREEN BROOK DRIVE**

The meeting was called to order at 5:02 p.m.

<u>I.</u>	<u>Roll Call</u>	<u>Present</u>	<u>Absent</u>
	Tim Schilz, President	X	
	Erin Schmitz, Secretary	X	
	Ken Harmon	X	
	Gerald Anderson	X	
	Zach Beanland	X	
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		5	0

Also Present:

Don Esche, Utility Accountant
Tom Nennig, Water Utility Superintendent

II. **Persons Desiring To Be Heard**
None

III. **Consideration of Minutes:**

A) September 24, 2015 Meeting

*Commissioner Anderson moved to ratify the minutes from the September 24, 2015 meeting as previously distributed. Commissioner Beanland seconded the motion. **Motion passed.***

IV. **Public Hearing: 2016 Operating Budget**

Commissioner Schilz opened the public hearing portion of the 2016 Water Utility Budget for public comment. There was no public comment.

Commissioner Harmon moved to close the public hearing. Commissioner Anderson seconded the motion. **Motion passed and public hearing was closed**

Commissioner Schilz requested staff double check the details of the budget to make sure the correct streets are included in the final budget that will be presented to the Village board.

Having no comment from the public, Commissioner Harmon moved to approve the 2016 Water Utility Budget, Commissioner Anderson seconded the motion. **Motion passed.**

V. **Old Business: None**

VI. **New Business: None**

STAFF REPORT**A) DNR Sanitary Survey**

Staff reported on the results of the September 15th sanitary sewer completed by DNR staff. No significant deficiencies were identified. Two deficiencies with corrective action dates were noted.

1. Update Emergency Operations Plan (EOP)
2. Rate of inspections for cross-connection control surveys of industrial customers

Correction action for both items must be completed by March 31, 2016.

Commissioner Schilz noted under the water system summary information page the names listed should be updated as there are a few people listed who do not work for the Village anymore.

VIII. TREASURER'S REPORT**A) Ratify Vouchers for September 2015 through October 2015**

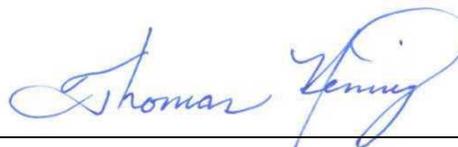
*Commissioner Beanland made a motion to ratify the vouchers for September 2015 through October 2015 as previously distributed. The motion was seconded by Commissioner Schmitz. **Motion passed.***

B) 2015 Balance Sheet and Income Statement

Income statement for the third quarter was presented to Commissioners for review.

IX. ADJOURNMENT

Motion: *Commissioner Schmitz moved and Commissioner Anderson seconded to adjourn the meeting 5:25 p.m. **Motion Passed.***



Tom Nennig, Water Superintendent



MEMORANDUM

To: Water Commissioners: Schilz, Schmitz, Harmon, Anderson, and Beanland

Cc: Michael Hall, Village Manager

From: Mike Rau, Manager
Tom Nennig, Superintendent

Subject: Background Information for March 2, 2016 Water Commission Meeting

Date: February 24, 2016

The following discussion is intended to provide background information for the March 2, 2016 Water Commission meeting.

Please feel free to contact me if you have any questions. (Office, 414-371-3081, on Monday, Wednesday or Friday mornings or cell phone, 414-559-8739, anytime). Tom's cell phone is 414-559-6883.

New Business:

2016 Relay Project

On Thursday February 18, 2016, public bids were opened for the 2016 water main relay project. The relay project is planned in three areas (see attached map). The relay project will be completed in conjunction with the annual Village street reconstruction projects. Relay does not include replacement of water service, or sanitary sewer laterals.

Bidding documents were prepared and administered by Matthew Maederer, Village Engineer, and Tom Nennig. We received 10 bids from prequalified bidders. The low bid was submitted by Underground Pipeline Inc. (UPI) for a total of \$343,870.00. UPI's bid was approximately 7% less than the budgeted amount of \$370,000 for the project.

The Water Utility has over \$475,000 available in the construction reserve fund that was planned to be used for the 2016 relay project.

A copy of the bid tabulation is attached. The Public Works/Finance Committee will review these bids on March 9, 2016, and the Village Board is scheduled to approve the bids on March 21, 2016.

Manager's Recommendation: Accept the low bid of \$343,870.00 from UPI, and recommend this bid for approval by the Village Board.

Staff Report:

Winter Operations:

To date, we have experienced only (1) water main break in the Village for 2016.

We did identify a number of leaks at the Celebrations building on Bradley Road. There are three (3) services entering the building (2 domestic and 1 fire). A leak was discovered on each line and was attributed to the property owner turning off the heat in the building. The leaks were discovered by a citizen who noticed water surfacing through a valve box in front of the property. The fire line and one of the service lines were shut-off at the curb stops, and the second service was shut-off before the meter. The owner could hire a plumber to fix the leaks and have water available for clean-up at a later date. We are still estimating the water loss from the leaks on the un-metered fire line.

Field crews began the annual water meter replacement program. We have approximately 700 meters that are 20 years or older that need to be replaced. To date we have replaced approximately 50 meters and the majority of meters are testing out within the PSC and AWWA guidelines.

Regulatory Update

Revised Total Coliform Rule:

The Revised Total Coliform Rule takes effect on April 1, 2016. The revised rule pertains to the monthly water sampling we are required to conduct on the distribution system.

PSC 185:

PSC has completed a re-write of the existing PSC 185 Regulation pertaining to Utility operations.

Through the Village membership in MEG, Tom volunteered to assist the new code review committee.. The review committee will be providing comments to PSC as the proposed changes to 185 maketheir way through the legislative process.

Staff Training

In 2015 Hank Wallenkamp joined the WI-AWWA Distribution Committee. The Distribution Committee organizes an annual training seminar in February that covers a number of topics pertaining to the operation of water distribution systems. The 2016 training seminar was part of the Midwest Water Industry Expo in WI Dells in February. Hank organized the work zone safety portion of the seminar.

Hank and Andy (City Water operator) attended the 2016 seminar. Topics included work zone safety, hydrant maintenance and repair, and Uni-Directional Flushing (UDF). While UDF is just starting to gain momentum here in WI, Brown Deer has been completing UDF for over 10 years as part of the annual “*Big Flush*”.

The Water Superintendent attended a two-day training seminar as part of a pilot program for the AWWA water loss program. The water loss program runs through a similar process as our quarterly water accountability spreadsheet, but goes further into validating the accuracy of the numbers in the spreadsheet. PSC is proposing to change the current water accountability practices to the AWWA water loss program. PSC is pushing to have every Utility in WI complete the AWWA program as part of the annual report starting in 2017.

2014 Milwaukee Rate Case Update

Manager Rau will provide a verbal update to commission.



Bids Received for: 2016 Water Main Relay Project

Date: February 18, 2016
Time: 2:00 pm

Engineer's Estimate

						UPI, LLC 2180 S Springdale Rd New Berlin, WI 53146		The Wanasek Corp 29606 Durand Ave. Burlington, WI 53105		M J Construction Inc 8617 W Kaul Ave Milwaukee, WI 53223		Heartland Construction Inc. 393 Heartford Rd. Slinger, WI 53086		American Sewer Services Inc N2768 Count Rd P Rubicon, WI 53078		Globe Contractors Inc N50 W23076 Betker Rd PO Box 450 Pewaukee, WI 53072		Mid-City Plumbing 12930 W. Custer Ave Butler, WI 53007		Dorner Inc E506 Luxemburg Rd. PO Box 129 Luxemburg, WI 54217		Advance Construction Inc 2141 Woodale Ave Green Bay, WI 54313		Genesis Excavators, Inc 6913 152nd Ave Kenosha, WI 53142			
						X	Bidders Qual.	X	Bidders Qual.	X	Bidders Qual.	X	Bidders Qual.	X	Bidders Qual.	X	Bidders Qual.	X	Bidders Qual.	X	Bidders Qual.	X	Bidders Qual.	X	Bidders Qual.	X	Bidders Qual.
						X	Addendums Acknowledged	X	Addendums Acknowledged	X	Addendums Acknowledged	X	Addendums Acknowledged	X	Addendums Acknowledged	X	Addendums Acknowledged	X	Addendums Acknowledged	X	Addendums Acknowledged	X	Addendums Acknowledged	X	Addendums Acknowledged	X	Addendums Acknowledged
						X	Bid Signature	X	Bid Signature	X	Bid Signature	X	Bid Signature	X	Bid Signature	X	Bid Signature	X	Bid Signature	X	Bid Signature	X	Bid Signature	X	Bid Signature	X	Bid Signature
						X	Bid Bond	X	Bid Bond	X	Bid Bond	X	Bid Bond	X	Bid Bond	X	Bid Bond	X	Bid Bond	X	Bid Bond	X	Bid Bond	X	Bid Bond	X	Bid Bond
#	BID ITEMS	ESTIMATED QUANTITY	UNIT	UNIT PRICE	TOTAL PRICE	UNIT PRICE	TOTAL PRICE	UNIT PRICE	TOTAL PRICE	UNIT PRICE	TOTAL PRICE	UNIT PRICE	TOTAL PRICE	UNIT PRICE	TOTAL PRICE	UNIT PRICE	TOTAL PRICE	UNIT PRICE	TOTAL PRICE	UNIT PRICE	TOTAL PRICE	UNIT PRICE	TOTAL PRICE	UNIT PRICE	TOTAL PRICE		
1	8-inch PVC or HDPW Water Main, Open Cut or Directional Drill	3,130	L.F.	\$70.00	\$219,100.00	\$65.00	\$203,450.00	\$68.00	\$212,840.00	\$81.00	\$253,530.00	\$82.00	\$256,660.00	\$68.00	\$212,840.00	\$90.00	\$281,700.00	\$70.00	\$219,100.00	\$98.00	\$306,740.00	\$100.00	\$313,000.00	\$79.40	\$248,522.00		
2	8-inch Water Main Valve	11	L.F.	\$1,500.00	\$16,500.00	\$1,350.00	\$14,850.00	\$1,782.00	\$19,602.00	\$1,800.00	\$19,800.00	\$1,550.00	\$17,050.00	\$1,750.00	\$19,250.00	\$1,900.00	\$20,900.00	\$1,600.00	\$17,600.00	\$1,704.00	\$18,744.00	\$1,600.00	\$17,600.00	\$1,662.00	\$18,282.00		
3	Hydrant Assembly	8	L.F.	\$5,000.00	\$40,000.00	\$4,600.00	\$36,800.00	\$5,300.00	\$42,400.00	\$4,200.00	\$33,600.00	\$3,850.00	\$30,800.00	\$4,500.00	\$36,000.00	\$5,000.00	\$40,000.00	\$6,350.00	\$50,800.00	\$4,428.00	\$35,424.00	\$5,500.00	\$44,000.00	\$7,991.00	\$63,928.00		
4	3/4" Tap, Saddle, Corporation, service connection	67	L.F.	\$800.00	\$53,600.00	\$780.00	\$52,260.00	\$810.00	\$54,270.00	\$775.00	\$51,925.00	\$900.00	\$60,300.00	\$1,100.00	\$73,700.00	\$900.00	\$60,300.00	\$1,275.00	\$85,425.00	\$1,256.00	\$84,152.00	\$983.25	\$65,877.75	\$1,741.00	\$116,647.00		
5	Connection to Existing Main	9	L.F.	\$5,000.00	\$45,000.00	\$4,000.00	\$36,000.00	\$1,804.00	\$16,236.00	\$500.00	\$4,500.00	\$2,500.00	\$22,500.00	\$5,300.00	\$47,700.00	\$1,500.00	\$13,500.00	\$5,000.00	\$45,000.00	\$1,621.00	\$14,589.00	\$3,000.00	\$27,000.00	\$4,875.00	\$43,875.00		
6	Rock Bag Ditch Check	6	L.F.	\$50.00	\$300.00	\$85.00	\$510.00	\$95.00	\$570.00	\$150.00	\$900.00	\$100.00	\$600.00	\$200.00	\$1,200.00	\$80.00	\$480.00	\$90.00	\$540.00	\$216.00	\$1,296.00	\$100.00	\$600.00	\$171.50	\$1,029.00		
BASE BID TOTALS				\$374,500.00	\$343,870.00	\$345,918.00	\$364,255.00	\$387,910.00	\$390,690.00	\$416,880.00	\$418,465.00	\$460,945.00	\$468,077.75	\$492,283.00													