

**City of Oconomowoc
Utility Committee**

Aldermen: Kowieski, Chairman / Zwart, Secy / Shaw

**Tuesday, February 25, 2020 - 4:00 PM
City Hall - Conference Room 3**



Notice: If a person with a disability requires that the meeting be accessible or that materials at the meeting be in an accessible format, call the City Clerk's office at least 48 hours in advance to request adequate accommodations. Tel: 569-2186

- 1. Call to Order, Roll Call and Confirmation of appropriate Meeting Notification**
- 2. Approve Minutes**
 - a. Minutes from January 28, 2020
- 3. Committee Business**
 - a. Consider/recommend Biosolids Contract and Budget Amendment
- 4. Review Committee Reports**
 - a. UC Electric Report - Feb 2020
 - b. UC Water Report - Feb 2020
 - c. UC Wastewater Report - Feb 2020
- 5. Staff and Committee Comments**
- 6. Adjourn**

Diane Coenen, City Clerk
City of Oconomowoc

Members of other City governmental bodies (boards, commissions, committees, council, etc.) may attend the above noticed meeting of the Utility Committee to gather information. The only action to be taken at the above noticed meeting will be action by the Utility Committee. Utility Committee members should notify the City Clerk's Office at 569-2186 if they are unable to attend.

**City of Oconomowoc
Utility Committee Meeting Minutes – January 28, 2020**

Alderman Kowieski called the meeting to order at 4:00 pm.

Members Present: Aids. Shaw, Kowieski and Zwart

Staff Present: Kevin Freber, Scott Osborn, Lucas Caine, John Schuh, Laurie Sullivan, Joe Pickart, Ellen Schmidt, Sarah Kitsembel and Tina Wallace

2. Approve Minutes: Not available.

3.a. Presentation on Hydraulic Capacity Study Final Report: Freber introduced Andrew Craven and Sam Hocevar, from Strand Associates. Craven gave a powerpoint presentation on the Sanitary Sewer Hydraulic Capacity Study outlining background/scope, collection system overview, flow metering program and results, existing & future development, hydraulic modeling, collection system analysis and conclusions & recommendations. He stated this was a development driven study. The two biggest areas identified were Pabst Farms and Olympia. He stated a 20-year planning period was used. In conclusion three areas should be monitored: reroute force main by using the second one when necessary at Goldfinch Pumping Station, monitor development plans (Olympia) and require flows to be directed south to the Oconomowoc Parkway interceptor, if necessary; and install 18-inch sewer when development requires.

4. Review Committee Reports: **Utility Billing** – Schuh referred to his report included in the packet. **Electric** – Pickart referred to his report included in the packet. **Water** – Osborn referred to his report included in the packet. **Wastewater** – Freber referred to his report included in the packet.

5. Staff and Committee Comments: Kowieski asked if the Water Department is back up to full staff. Kitsembel stated staff is in various states of recruitment. Members thanked staff for their time putting the budget together.

6. Adjourn: Motion made by Shaw to adjourn at 4:30 pm, second by Zwart. Motion carried 3-0.

Tina Wallace, Deputy City Clerk



MEMORANDUM

DEPARTMENT -

Date: 02/18/2020

To: Utility/Council

From: Kevin Freber Wastewater Operations Manager

Re: Consider/Approve Biosolids Contract and Budget Amendment

RELATES TO THE STRATEGIC PLAN

Strategic Goal- II. IMPROVE AND MAINTAIN OUR INFRASTRUCTURE

Objective : II.B. Maintain Our Existing Infrastructure (7)

BACKGROUND

The Wastewater Department requested for proposals (RFP) for the Biosolids Hauling. The RFP was advertised in the local newspaper on January 16, 2020 and January 23, 2020. A total of 3 firms inquired about the project and obtained the documents with one firm providing a response.

The one response received was from Badger State Waste LLC for contract Years 2020-2022 for \$.05/gallon of biosolids hauled.

I discussed with 2 firms that do biosolids hauling the reason they didn't submit. Following are the responses received:

1. Took over contracts that a different hauler dropped in 2019.
2. To purchase more equipment for another customer isn't cost effective.
3. One vendor isn't taking new clients and dropping some customers.

ADDITIONAL ANALYSIS

The services to be provided includes the following. Remove a minimum of 1,200,000 gallons biosolids per calendar year. The maximum volume to be hauled and applied will be 2,000,000 gallons per calendar year. Obtain all WDNR approved application sites, all permits, necessary paperwork, monitoring and soil testing. Calculate and provide loading rate prior to application. Confirm prior year biosolids loading rates are figured in for current year application, prior to hauling send current soil sampling reports, WDNR Field #, approved field photos and field hauling area highlighted. Provide all planning, scheduling, and coordination of biosolids application with landowners and farmers. Incorporate or surface apply biosolids according to field, crop and biosolids conditions. Maintain ongoing records on the application of the biosolids including annual application loading to the sites in accordance with WDNR requirements. Provide year-end report detailing all City of Oconomowoc biosolids application activity. Submit WDNR form 3400-55, Annual Land Application Report, no later than January 15th of the year following the report year. Maintain good rapport with landowners and farmers of the agricultural land being used. Maintain daily logs outlining trucks used, sites used, and gallons hauled to each site/field. Pay all site

fees, permits, and incidental costs associated with obtaining and use of application sites. Conduct all operations and business related to the hauling and application of the City of Oconomowoc wastewater biosolids in strict accordance with WDNR and EPA rules and regulations. Complete WDNR forms 52 and 55 for all sites biosolids were hauled to by January 9th of the year after biosolids are applied.

FINANCIAL IMPACT

In anticipation of sending out the RFP in 2020 for a new contract I increase the budget to 70,000 to haul approximately 1,800,000 gallons of biosolids. This was \$5,000.00 increase. The previous contract hauling cost was \$.035/gallon

The three-year Biosolids contract will require a budget amendment of an additional \$30,500.00 to haul 2,000,000 gallons of biosolids for beneficial reuse. The increase is due to the increased cost from .035/gallon to \$.05/gallon and the storage tank not being emptied in 2019 due to a wet fall

I expect the total financial impact to the utility in 2020 to be around \$100,000.00 to haul approximately 2 million gallons of biosolids

RECOMMENDATION

The staff recommends approval of Badger State Waste LLC for the 3-year contract starting in 2020 for biosolids hauling.

Staff recommends the budget amendment for 2020 in account number 601-576-3618-210 Biosolids Management – Outside /Prof Services (Non-IT) of \$30,500.00 to be taken from Wastewater Reserve Account.

SUGGESTED MOTION

Motion to recommend acceptance of the proposal from Badger State Waste LLC for the Biosolids hauling contract for 3-years at a cost of \$.05/gallon.

Motion to recommend a budget amendment for 2020 in account number 601-576-3618-210 Biosolids Management – Outside /Prof Services (Non-IT) of \$30,500.00 to be taken from Wastewater Reserve Account.

RESOLUTION NO. 20-R2859

RESOLUTION AWARDING Biosolids Contract and Authorizing Budget Amendment

WHEREAS, the wastewater treatment plant needs a contractor to haul biosolids from the plant to land for beneficial reuse; AND

WHEREAS, the wastewater staff prepared a Request for Proposal advertisement, published the same, and based thereon received one proposal; AND

WHEREAS, after review by Wastewater Operation Manger of the proposal; AND

WHEREAS, the quote from Badger State Waste LLC of \$.05/gallon for a three-year contract starting in 2020 is above the 2020 budget amount, a budget amendment is needed;

NOW THEREFORE, BE IT HEREBY RESOLVED, the proposal of Badger State Waste LLC in the amount of \$.05/ gallon for biosolids hauling for year 2020-2022 is hereby accepted, and appropriate City officials are authorized to enter into a contract with Badger State Waste LLC for said work.

BE IT FURTHER RESOLVED, that the City Council recommends and authorizes a Wastewater Fund budget amendment to add \$30,500 to account 601-576-3618-210. Funds will come from Wastewater Fund reserves.

DATED: _____

CITY OF OCONOMOWOC

By: _____

David Nold, Mayor

ATTEST:

Diane Coenen, Clerk

COMMITTEE REPORT – February 2020
Electric Utility



The following **projects** have been completed by February 13, 2020

- Replace Street light pole hit at 358 W. Wisconsin Avenue
- PSC required periodic meter testing

Services:

- Crews completed 5 new service tickets.
- Customer calls: (*tickets that are not planned and affect scheduled work.*) 4, to include DC/RC, miscellaneous problems, service relocates, trouble calls that are not OMU's
- **Street Light Tickets: 3**

Traffic control lights:

- None

Assist Other Departments:

- Assisted Water department on three water main breaks
- Assisted DPW with snowplowing

Training: MEUW Safety Training, and Apprentice school, in house safety meetings

Major projects that have been started:

- Planned outages to convert customers to new underground system on Silver Lake Street
- New three phase service to Cornerstone Pub at 24 S. Main Street
- Finish three phase service at Tower Ridge apartments
- Line clearance around overhead power lines
- PSC inspections on circuits 73,74 and 86
- Primary system upgrade at Lisbon Road & Lapham Street
- Ongoing oil sampling on Cooney Transformer eight Load Tap Changer
- Maintenance of Cooney Transformer 8 Circuit Switcher



COMMITTEE REPORT- January- 2020 Water Utility

The following are updates for ongoing projects:

- Well 8 Pumping Station – Engineering RFP for design and bidding services
 - Kickoff meeting scheduled for Feb 26 at 10am

- Powerhouse Building
 - Sanitary sewer lateral replacement work completed
 - Restoration to occur in spring
 - Roof replacement and transformer removal in summer

Customer Interactions:

- 19 new meters were installed last month and 6 meter issues were addressed

Training:

- MEUW – ongoing monthly topics
 - Feb = Fire Extinguisher training

Specialty Work:

- Water main break repairs – Grandview Ave, Parkins Clinic, Pine St

- Year-end Water Report (CCR) – updating sample results and preparing draft for customer wide mailing

- RFQ for routine booster pump maintenance work at Well #7 (pump equipment and motors) and at Well #3 (motors)

- Interviews – A Water Forman and three First-Class Water Operators were hired and will be starting within the next few weeks

Respectfully submitted:

Scott Osborn P.E.

Water Superintendent

Wastewater Operations Summary

February 2020

Precipitation for January 2020 was 1.67" and as of February 14, 2020 we had .54". The Influent flow average for January was 2.595 MGD. The average flow for February 2020 is 2.471 MGD.

Permit parameters for January are as follows:

Parameter	Influent	Effluent	Permit Limits	% Reduction
BOD - mg/l	199	1.4	15	99.3%
TSS - mg/l	208	.7	15	99.6%
Phos. - mg/l	4.37	.61	0.95	86.0%
Fecal - col/100ml	X	X	400#/100ml	Not run till spring
Amm. N - mg/l	20.3	.06	N/A	99.0%

RFQ was sent out to do the load bank testing and RICE NESHAP testing on the WWTP Emergency generator with Grace Consulting, Inc. being the low bidder. Work to start end of March to April

RFP for Biosolids hauling was sent out and the only bidder was Badger State Waste LLC. This was due to most vendors already full and can't take on new clients

RFP for the Digester Cover replacement and HVAC work at the WWTP, Applied Technologies is the Engineer that will review and design the cover and HVAC components.