

CITY OF CHIPPEWA FALLS, WISCONSIN

NOTICE OF PUBLIC MEETING

In accordance with the provisions of the Wisconsin State Statutes, Sec. 19.84, notice is hereby given that a public meeting of the:

Committee No. 1
Revenues, Disbursements, Water and Wastewater

Will be held on **Tuesday, July 1, 2014 at 3:00 PM, Council Chambers, City Hall, 30 West Central Street, Chippewa Falls, WI.**

Items of business to be discussed or acted upon at this meeting are shown on the attached agenda below:

1. Update on GPS device, GPS data collection and GIS computer program.
2. Discuss Utility summer worker wages. Possible recommendation to Common Council.
3. Discuss funding for Engineering for WWTP Biosolids, Handling and Dewatering System, Influent Screening and Hauled Waste Receiving Study, Cogeneration Study, funding sources for projects and Wastewater User Charge Study. Possible recommendations to the Council.
4. Discuss funding for the Bourget wall design and construction. Possible recommendations to the Council.
5. Discuss status of TIFs including outstanding advances. Possible recommendations to the Council.
6. Discuss Irvine Park Capital Campaign and City's possible monetary contributions to the campaign and/or neighborhood parks. Possible recommendations to the Council.
7. Discuss Fire Department request to use proceeds from sale of scrap to replace old equipment. Possible recommendations to the Council.
8. Adjournment

NOTICE IS HEREBY GIVEN THAT A MAJORITY OF THE CITY COUNCIL AND POLICE & FIRE COMMISSION MAY BE PRESENT AT THIS MEETING TO GATHER INFORMATION ABOUT A SUBJECT OVER WHICH THEY HAVE DECISION MAKING RESPONSIBILITY.

NOTE: REASONABLE ACCOMMODATIONS FOR PARTICIPATION BY INDIVIDUALS WITH DISABILITIES WILL BE MADE UPON REQUEST. FOR ADDITIONAL INFORMATION OR TO REQUEST THIS SERVICE, CONTACT THE CITY CLERK AT 726-2719.

PLEASE NOTE THAT ATTACHMENTS TO THIS AGENDA MAY NOT BE FINAL AND ARE SUBJECT TO CHANGE. THIS AGENDA MAY BE AMENDED AS IT IS REVIEWED.

CERTIFICATION OF OFFICIAL NEWSPAPER

I hereby certify that a copy of this notice has been posted on the City Hall bulletin board and a copy has been given to the Chippewa Herald on June 27, 2014 at 11:30 am by BNG.

The Public Utilities have included a GIS system in the budget for the last three years. Through researching various companies, speaking with Chippewa County, and viewing demonstrations, the following system is recommended.

GPS

Carlson SurvPC Super "G" L1/L2 Supervisor plus GPS Tablet Package. Antcom helix GPS Antenna and Topo Shoe. Survey grade (2 cm accuracy) Price includes training.
\$12,995.00

GIS System

Inframap – HDSupply Waterworks

The Inframap system was created for Water Utility field crews, by Water Utility field crews. This system not only allows for GPS coordinates for infrastructure but offers features for maintenance, history, quality control, linking documents, pipeline tracing, work tasks and easy reporting and queries. This system can be used in all infrastructure of the Utility.

Initial Cost

Field Software	1 unit	5,500	5,500	(more units added in future)
Office Software	1 units	3,000	3,000	(more units added in future)
Installation			4,500	
Training		2,000	<u>4,000</u>	
Total			17,000	

Surveying

The utility is recommending entering into an agreement with CBS Squared, Inc. to provide surveying for the Water system. CBS Squared will obtain coordinates of infrastructure identified by the Utility. Projected 8 – 10 weeks completion.
Cost not to exceed \$21,990 time and materials

Budget

\$50,000 shared by Water, Wastewater and Stormwater

GPS	12,995.00
GIS	17,000.00
Surveying	<u>21,990.00</u>
Total	51,985.00

Ongoing costs – Inframap M/A – \$2,000/year

Diggers Hotline – The Water Utility booked 653 hours in 2013 and so far 368 hours in 2014 marking water infrastructure for diggers hotline, additional Engineering staff mark for sanitary and storm. An estimated \$29,000 with fringes and benefits per year are expensed marking infrastructure. As the GIS project progresses, one employee will be able to mark all infrastructure for the City.

GIS

Inframap – HD Supply

Solution includes very utility friendly software and ease of use. (cost does not include GPS or surveying)

Initial Cost

Field Software	1 unit	5,500	5,500	(additional unit added in future)
Office Software	1 unit	3,000	3,000	(additional unit added in future)
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Total			17,000	

GRAEF-USA Inc

GIS Mapping software solution.

Initial Cost

Conversion of current storm and sanitary CAD data	2,520
Processes and procedures for editing	525
Support (up to 8 hours)	1,050
Training	800
ESRI ArcGIS Online Account (One Year)	<u>2,500</u>
	7,395

CBS Squared intern	15,740
Oversite of GPS Collection & Conversion	<u>6,400</u>
	22,140

GPS Units purchased	<u>20,425</u>
Total	49,960

S.E.H.

GPS Data/mapping system – Three phase approach (cost does not include GPS surveying)

Initial Cost

Import GPS data into mapping system.	5,000
No mapping system identified in proposal.	

GPS

Trimble GEO Handheld - GRAEF	2 units	19,360	(2 meter accuracy)
Carlson – Super “G”		12,995	(2 cm accuracy)

GIS Project – Seasonal Wage Adjustment

The Utility budgets for two seasonal employees for a total of \$10,000.00.

Base wage is \$7.50 per hour for the first year with \$.25 increase for each year thereafter.

This year the utility was unable to fill those positions.

With the upcoming GIS project, the Utility proposes to add GIS duties to the existing job description and increase the base wage to \$10.00. Hours will be adjusted to stay within the budgeted amount.

City of Chippewa Falls Job Description

Job Title: Seasonal Laborer - Water Department
Department: Public Utilities
Reports To: Water Supervisor
FLSA Status:
Approved Date:
Pay Scale: Current seasonal laborer rate

SUMMARY

This is unskilled to semi-skilled work involving routine and moderately difficult work within the Water Utility.

ESSENTIAL DUTIES AND RESPONSIBILITIES include the following. Other duties may be assigned.

Cuts or mows grass, weeds, brush, trims trees and shrubs, and rakes lawns.

Performs preventive maintenance tasks such as operation of mainline and hydrant valves.

Performs routine maintenance tasks such as painting and flushing of hydrants and marking posts.

QUALIFICATIONS

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The following requirements are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

COMPUTER SKILLS

Must have some knowledge in the use of personal computers in an office environment.
Knowledge of, and ability to use word processing programs.

EDUCATION and/or EXPERIENCE

High school diploma or general education degree (GDE); and one to three months related experience and/or training; or equivalent combination of education and experience.

LANGUAGE SKILLS

Ability to read and interpret documents such as safety rules, operating and maintenance instructions, and procedures manuals. Ability to write routine reports and correspondence.
Ability to speak effectively to employees of the organization.

MATHEMATICAL SKILLS

Ability to add, subtract, multiply and divide in all units of measure, using whole numbers, common fractions, and decimals. Ability to compute rate, ratio, and percent and to draw and interpret bar graphs.

REASONING ABILITY

Ability to solve practical problems and deal with a variety of concrete variables in situations where only limited standardization exists. Ability to interpret a variety of instructions furnished in written, oral, or schedule form.

CERTIFICATES, LICENCES, REGISTRATIONS

Valid Driver's License.

PHYSICAL DEMANDS

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is regularly required to sit and talk or hear. The employee is frequently required to stand; walk; use hands to finger, handle, or feel; reach with hands and arms; and stoop, kneel, crouch, or crawl. The employee must occasionally lift and/or move up to 75 pounds. Specific vision abilities required by this job include close vision.

WORK ENVIRONMENT

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is occasionally exposed to wet or humid conditions, moving mechanical parts, toxic or caustic chemicals, high, precarious places, and outdoor weather conditions, and may work in conditions with very loud noise.