CITY OF CHIPPEWA FALLS
BOARD OF PUBLIC WORKS
MEETING MINUTES
MONDAY, JUNE 5, 2017 – 5:30 PM

The Board of Public Works met in City Hall on Monday, June 5, 2017 at 5:30 PM. Present were Mayor Greg Hoffman, Director of Public Works Rick Rubenzer, Finance Manager Lynne Bauer, and Alderperson Paul Olson. Absent was Darrin Senn.

1. **Motion** by Olson, seconded Bauer by to approve the minutes of the May 8, 2017 Board of Public Works meeting. **All present voting aye. MOTION CARRIED.**

2. Director of Public Works Rubenzer presented the bid summary for Sanitary Sewer and Water Extensions in Lake Wissota Business Park. Alderperson Olson asked about the interest rate being gained from the TIF funding. Finance Manager Bauer and DPW Rubenzer will determine. Rubenzer will investigate whether or not the water and wastewater utilities can fund the infrastructure extension in the short term. Rubenzer noted that there was CINC network fiber along the west boulevard of STH #178 that needed to be relocated. It was also noted that the low bid was about $65,000 higher than the original estimate. Rubenzer stated that some of the recently constructed "berm" was in the easement where the infrastructure would be constructed.
Motion by Rubenzer, seconded by Olson to recommend the Common Council accept the low bid of $407,805.00 and award the contract Sanitary Sewer and Water Main Extensions in Lake Wissota Business Park to A-1 Excavating, Inc. Said award contingent on successful review of bid, performance and financial contract security and approval of all contract documents by City Attorney Ferg and Committee #1 and the Common Council determining the short term financing for the project. **All present voting aye. MOTION CARRIED.**

3. The Board considered the attached 2016 Compliance Maintenance Annual Report (eCMAR) summary. Director of Public Works Rubenzer noted that this is a report card for the Wastewater Treatment Plant. He stated that although the influent levels of organic loadings were high, the plant was functioning at a high level and the effluent levels were all very good. The effluent discharge values are the most important parameters for the wastewater treatment plant. A wastewater plant organic loading rerating is in order along with an inflow and infiltration study on the collection system. **Motion** by Rubenzer, seconded by Olson that the Common Council accept the 2016 Compliance Maintenance Annual Report and approve the attached corresponding resolution. **All present voting aye. MOTION CARRIED.**

4. **Motion** by Olson, seconded by Bauer to adjourn. **All present voting aye. MOTION CARRIED.** The Board of Public Works meeting adjourned at 5:44 P.M.

Richard J. Rubenzer, PE
Secretary, Board of Public Works

Please note, these are draft minutes and may be amended until approved by the Common Council.

CITY OF CHIPPEWA FALLS
BOARD OF PUBLIC WORKS
MEETING MINUTES
MONDAY, MAY 8, 2017 – 5:30 PM

The Board of Public Works met in City Hall on Monday, May 8, 2017 at 5:30 PM. Present were Director of Public Works Rick Rubenzer, Finance Manager Lynne Bauer, Alderperson Paul Olson and Darrin Senn. Absent was Mayor Greg Hoffman. Also attending were Wisconsin Technology Networking LLC representative Ryan Streff, Terry Biddle, representing Eau Claire Big Rig Truck Show LLC and Bill Sparkes, representing The Oz Run.

1. **Motion** by Bauer, seconded by Olson to approve the minutes of the April 24, 2017 Board of Public Works meeting. **All present voting aye. MOTION CARRIED.**

2. The Board considered Street Use Permit application from Chippewa Falls Main Street for "Summer Series Cruise In". Director of Public Works Rubenzer noted that for Halloween 2016, a similar traffic barricade setup was employed for trick or treater safety and no charge was made at that time due to the City nature of the event. He added that the Common Council can discuss whether or not to charge Main Street at its May 16, 2017 meeting.
   Motion by Rubenzer, seconded by Olson to recommend the Common Council approve the attached Street Use Permit request from Chippewa Falls Main Street for "Summer Series Cruise In" to be held on May 20, June 17 and July 22, 2017 and to charge Main Street $252 per cruise in event for City Street Department services. **All present voting aye. MOTION CARRIED.**

3. The Board considered the attached Right of Way License Agreement with Wisconsin Technology Networking LLC, (Mobilitie). Mobilitie representative Ryan Streffe gave a history of Wisconsin Technology Networking LLC, (Mobilitie), utility. Rubenzer and Streff highlighted the changes from the draft that was considered at the April 24, 2017 Board of Public Works meeting. The changes were:
   1) All plans submitted will be stamped by a Registered Licensed Wisconsin Professional Engineer.
   2) The annual license fee will be for only one vendor per pole location.
   3) An option for the licensor to add a conditional use permit process for each location was added into the document.
   4) An option for the licensor to require a propagation study at each location was added.
   5) An interference study requirement was added for each location.

   Rubenzer also stated he had received a document that Mobilitie and Wisconsin Technology Networking LLC were the same company. Director of Public Works Rubenzer noted that Attorney Ferg had approved the Right-of-Way License Agreement.
   Motion by Rubenzer, seconded by Olson to recommend the Common Council approve the attached Right-of-Way Agreement with Wisconsin Technology Networking LLC, (Mobilitie).
   All present voting aye. MOTION CARRIED.

4. The Board considered the attached Street Use Permit application from Eau Claire Big Rig Truck Show LLC.. Terry Biddle appeared in support of the Street Use Permit. The Board discussed the parade route and duration. Director of Public Works Rubenzer stated the estimate for Street Department Services was $420 for the event.
   Motion by Senn, seconded by Olson to recommend the Common Council approve the attached Street Use Permit from Eau Claire Big Rig Truck Show, LLC and to charge the organization $420 for Street Department services and $320-$380 for Police Department services for the event. **All present voting aye. MOTION CARRIED.**

5. Director of Public Works Rubenzer presented the attached fifth revision of the State/Municipal Agreement for the Spring Street Bridge Project, reflecting a $56,800 increase in WIDOT support funding.
   Motion by Rubenzer, seconded by Bauer to recommend the Common Council approve the attached State/Municipal Agreement revision #5, reflecting a $56,800 increase in WIDOT support funding for the Spring Street Bridge Project. Also to authorize Mayor Hoffman to execute the said agreement. **All present voting aye. MOTION CARRIED.**

6. The Board considered the attached Street Use Permit application from Bill Sparkes for "The Oz Run". Director of Public Works Rubenzer stated the estimated Police Department charges for the event were $95.50 and that volunteers would pick up and return street traffic controls. Event representative Bill Sparkes was fine with the estimated charge.
   Motion by Rubenzer seconded by Senn to recommend the Common Council approve the attached Street Use Permit request for the Oz Run to be held on May 27, 2017 and to charge the appropriate fees for city services. **All present voting aye. MOTION CARRIED.**

7. **Motion** by Bauer, seconded by Olson to adjourn. **All present voting aye. MOTION CARRIED.** The Board of Public Works meeting adjourned at 6:08 P.M.

Richard A. Rubenzer, PE
Secretary, Board of Public Works

Please note, these are draft minutes and may be amended until approved by the Common Council.

BOARD OF PUBLIC WORKS ATTENDANCE SHEET

DATE: May 8, 2017

NAME	COMPANY REPRESENTING	ADDRESS	PHONE #	EMAIL
Ryan Streff	Mobilitie/WITN	120 S. Riverside	612-430-5205	rstreff@mobilitie.com
Terry Biddle	Eau Claire Big Rig Truck Show	2425 Seymour Rd Eau Claire WI	715-828-6571	Terry@ECTruckShow.com
Bill Spacks	The Oz Run	1623 Menomonie St.	715-579-6040	Bill@theozrun.com

Bid Tab Summary

Project: STH 178/Easement Sewer and Water Improvement Project

Limits: Lakeview Drive to CTH S

Engineer Estimate $392,000
Project Length 0.568 Miles

Item No.	Item	Unit	Est. Quantity	A-1 Excavating, Inc. Unit Price	A-1 Excavating, Inc. Total Price	Haas Sons, Inc. Unit Price	Haas Sons, Inc. Total Price
204.0150	Removing Curb and Gutter	LF	122	$3.00	$366.00	$3.00	$366.00
204.0155	Removing Concrete Sidewalk	SF	105	$1.00	$105.00	$1.00	$105.00
205.0100	Excavation Common	CY	192	$8.00	$1,536.00	$15.00	$2,880.00
305.0120	Base Aggregate Dense 1 1/4-Inch	CY	128	$23.00	$2,944.00	$30.00	$3,840.00
460.1101	HMA Pavement 4 LT 58-28 S	Ton	111	$67.00	$7,437.00	$71.89	$7,979.79
601.0407	Concrete Curb and Gutter 18-Inch Type D Reverse Slop	LF	36	$31.00	$1,116.00	$28.00	$1,008.00
601.0411	Concrete Curb and Gutter 30-Inch Type D	LF	50	$33.00	$1,650.00	$30.00	$1,500.00
602.0405	Concrete Sidewalk 4-Inch	SF	56	$8.00	$448.00	$5.00	$280.00
620.0300	Concrete Median Sloped Nose	SF	24	$10.00	$240.00	$7.00	$168.00
625.0500	Salvaged Topsoil	SY	16560	$1.10	$18,216.00	$1.00	$16,560.00
627.0200	Mulching	SY	16560	$0.25	$4,140.00	$0.20	$3,312.00
630.0140	Seeding Mixture No. 40	LB	298	$4.00	$1,192.00	$30.00	$8,940.00
643.0100	Traffic Control Project	LMP	1	$500.00	$500.00	$12,000.00	$12,000.00
690.0150	Sawing Asphalt	LF	132	$2.00	$264.00	$3.00	$396.00
1256.0001	Sanitary Sewer Main 8-Inch	LF	20	$34.00	$680.00	$125.00	$2,500.00
1256.0006	Sanitary Sewer Main 24-Inch	LF	2989	$58.00	$173,362.00	$124.00	$370,636.00
1256.0009	Sanitary Service Pipe 4-6-Inch	LF	40	$32.00	$1,280.00	$42.50	$1,700.00
1256.0040	Manhole 4-FT Diameter (Sanitary)	EACH	11	$3,800.00	$41,800.00	$5,225.00	$57,475.00
1256.0041	Manhole 5-FT Diameter (Sanitary)	EACH	1	$14,550.00	$14,550.00	$13,200.00	$13,200.00
1256.0060	Manhole Covers Type 1 (Sanitary)	EACH	12	$460.00	$5,520.00	$450.00	$5,400.00
1256.0105	Sanitary Sewer Wye 24"x4" 24"x6"	EACH	2	$1,600.00	$3,200.00	$1,450.00	$2,900.00
1256.0111	Connect to Existing Sanitary Sewer	EACH	3	$1,000.00	$3,000.00	$1,000.00	$3,000.00
1256.0112	Reconnect Ex Sanitary Sewer Service	EACH	2	$100.00	$200.00	$100.00	$200.00
1256.0115	Tracer Wire Access Box, Sanitary	EACH	2	$55.00	$110.00	$50.00	$100.00
1257.0002	Water main 6-Inch	LF	10	$35.00	$350.00	$27.00	$270.00
1257.0004	Water main 12-Inch	LF	3020	$27.00	$81,540.00	$33.25	$100,415.00
1257.0009	Hydrant Lead DI 6-Inch	LF	15.00	$45.00	$675.00	$35.00	$525.00
1257.0080	Connect to Existing Water Main	EACH	3	$1,300.00	$3,900.00	$1,000.00	$3,000.00
1257.0090	Gate Valve & Box 6-Inch	EACH	4	$1,025.00	$4,100.00	$985.00	$3,940.00
1257.0093	Valve & Box 12-Inch Butterfly	EACH	6	$1,675.00	$10,050.00	$1,500.00	$9,000.00
1257.0110	Fire Hydrant	EACH	4	$3,450.00	$13,800.00	$3,400.00	$13,600.00
1257.0130	Water main Fittings	LBS	1362	$7.00	$9,534.00	$8.00	$10,896.00

A-1 Excavating, Inc.	Haas Sons, Inc.
$407,805.00	$658,091.79

Compliance Maintenance Annual Report

Chippewa Falls Wwtp

Last Updated: 5/19/2017 Reporting For: **2016**

Grading Summary

WPDES No: 0023604

SECTIONS	LETTER GRADE	GRADE POINTS	WEIGHTING FACTORS	SECTION POINTS
Influent	D	1	3	3
BOD/CBOD	A	4	10	40
TSS	A	4	5	20
Phosphorus	A	4	3	12
Biosolids	A	4	5	20
Staffing/PM	A	4	1	4
OpCert	A	4	1	4
Financial	A	4	1	4
Collection	A	4	3	12
TOTALS			**32**	**119**
GRADE POINT AVERAGE (GPA) = 3.72				

Notes:
A = Voluntary Range (Response Optional)
B = Voluntary Range (Response Optional)
C = Recommendation Range (Response Required)
D = Action Range (Response Required)
F = Action Range (Response Required)

Compliance Maintenance Annual Report

Chippewa Falls Wwtp

Last Updated: 5/19/2017 Reporting For: **2016**

Resolution or Owner's Statement

Name of Governing Body or Owner:

Date of Resolution or Action Taken:

Resolution Number:

Date of Submittal:

ACTIONS SET FORTH BY THE GOVERNING BODY OR OWNER RELATING TO SPECIFIC CMAR SECTIONS (Optional for grade A or B. Required for grade C, D, or F):

Influent Flow and Loadings: Grade = D

Effluent Quality: BOD: Grade = A

Effluent Quality: TSS: Grade = A

Effluent Quality: Phosphorus: Grade = A

Biosolids Quality and Management: Grade = A

Staffing: Grade = A

Operator Certification: Grade = A

Financial Management: Grade = A

Collection Systems: Grade = A
(Regardless of grade, response required for Collection Systems if SSOs were reported)

ACTIONS SET FORTH BY THE GOVERNING BODY OR OWNER RELATING TO THE OVERALL GRADE POINT AVERAGE AND ANY GENERAL COMMENTS
(Optional for G.P.A. greater than or equal to 3.00, required for G.P.A. less than 3.00)
G.P.A. = 3.72

Resolution No. 2017-29

City of Chippewa Falls, Wisconsin

COMPLIANCE MAINTENANCE RESOLUTION

WHEREAS, Wisconsin Administrative Code NR 208 requires the owner of a wastewater treatment facility to complete an electronic Compliance Maintenance Annual Report (eCMAR).

WHEREAS, The Manager of Public Utilities has completed the eCMAR for 2016 and presented it to the Board of Public Works.

WHEREAS, Monthly Average Influent BOD loading, lbs./day, exceeded 100% of design load six times, and exceeded 90% of design load nine times.

WHEREAS, The Board of Public Works reviewed the eCMAR on June 5, 2017 and recommended adoption of a resolution documenting the review of the eCMAR and recommending the following corrective actions required:

- As no Effluent issues were caused by the increased BOD loading, continue monitoring Influent loadings and Facility performance in treating the increased loading.
- Conduct a study with the intention of re-rating the facility organic loading capacity.

NOW, THEREFORE, BE IT RESOLVED, that the Common Council of the City of Chippewa Falls, Wisconsin informs the Department of Natural Resources that the electronic Compliance Maintenance Annual Report has been reviewed and corrective actions have been taken.

BE IT FURTHER RESOLVED, that the Manager of Public Utilities is directed to submit this resolution and eCMAR to the DNR.

Dated this 6th day of June, 2017

_____
Council President

ADOPTED:_____

APPROVED:_____
Mayor

ATTEST:_____
City Clerk