

MANITOWOC WASTEWATER TREATMENT FACILITY BOARD MEETING MINUTES

Gregg Wolf, Chairperson called the meeting of the Manitowoc Wastewater Treatment Facility Board to order on Tuesday, March 11, 2014 at 4:03 P.M.

Board members present: Gregg Wolf
 Jim Brey
 Dan Koski
 Dave Luckow
 Dale Zahn
 Brian Helminger, Secretary

Also present: Mike Jaeger

Board member(s) not present: Craig Haan

PUBLIC INPUT

No public input.

MINUTES

The minutes of the January 14, 2014 Board Meeting required no corrections. Motion by Dan Koski to accept the January 14, 2014 Board Meeting minutes as presented and place on file; second by Jim Brey. Motion carried unanimously.

FINANCIAL STATEMENTS ON WASTEWATER TREATMENT FACILITY FOR DECEMBER 2013

The December 2013 financials were reviewed. The financial statements are close to being final with the exception of the year end activities journal entries done in conjunction with the preparation of the CAFER report. Sewage revenues were 5.7% below projections due to continued reduction in water sales in 2013. Hauled waste revenue exceeded budget by just over \$109,000 for 2013. The individual budget lines that were overdrawn were discussed in detail at previous meetings. Motion by Dave Luckow to accept the December 2013 financials as presented and place on file; second by Dan Koski. Motion carried unanimously.

FINANCIAL STATEMENTS ON WASTEWATER TREATMENT FACILITY FOR JANUARY 2014

The January 2014 financials were reviewed. There is very little account activity since it is still early in the year. No action taken.

DISCUSSION of SUCCESSOR SLUDGE HAULING AGREEMENT

Helminger presented the proposed sludge hauling agreement from Veolia Environmental Services. There has been no pricing increase or changes in the agreement for the past few years. A discussion ensued about the amount of equipment required and the potential for other contractors to run the program. Jaeger explained that Veolia is in contact with the farmers, finds the application sites, samples the soils, and gets the sites approved by the DNR with no additional compensation. Motion by Jim Brey to continue to negotiate and enter into a satisfactory 3-year agreement with Veolia with final review and approval by the City attorney; second by Dave Luckow. Motion carried unanimously.

PARKSON CORPORATION – D2 PILOT STUDY UPDATE

The Dynasand 2 trailer has been shipped after several lengthy delays. The pilot trailer is scheduled to arrive on site on Friday 3/14/14. Parkson has staff scheduled to arrive the week of 3/17 to begin set up, loading the media, and starting up the pilot demonstration. No action taken.

DISCUSSION & POSSIBLE APPROVAL TO HIRE OPERATORS AND FILL VACANCY DUE TO RETIREMENT

Helminger informed the Board of a pending retirement in May and sought approval to begin the recruitment and hiring process to fill the vacancy. Motion by Dan Koski to approve the hiring of an operator and to direct Helminger to continue the hiring process according to current City policy; second by Dale Zahn. Motion carried unanimously.

FUEL OIL/NATURAL GAS CURTAILMENT UPDATE

Helminger informed the Board that there have been a total of 4 natural gas curtailment periods so far this winter with the last one ending 3/3/14. Only one curtailment was called for an equipment problem with the remainder due to the extreme and prolonged subzero temperatures. As a curtailment customer, WPS is required to only provide system gas to “firm” customers that are not on a subsidized rate structure. For the winter of 2012/13 the curtailment agreement saved the WWTF \$17,261 alone and no other curtailment periods have been called since at least 2004. This winter will be a “loser” for us but over the long haul the WWTF is way ahead by being part of this program. Fuel oil deliveries of 2,700, 2,000, and 3,000 gallons have occurred so far for a total cost of \$26,510.

ENGINEERING REPORT ON HORSESHOE DRIVE AND LAWTON TERRACE LIFT STATIONS

The recommendations of two engineering initial evaluations were discussed as these studies moved into the 5 year Capital Improvement plan. Horseshoe Drive LS will be rebuilt and upgraded on its current location and Lawton Terrace LS has the potential to be eliminated if easements and elevations allow for a different discharge location. Neither project will be constructed in 2014 and detailed design work is still necessary to move forward with a final action plan. No action taken.

CAPITAL IMPROVEMENT PLANNING UPDATE

Confirmation calls were made with Madison on CWF timing and payments to determine optimal timing for Principle & Interest (P&I) payments to start in 2019. By beginning the P&I repayments in 2019 it will allow for a level sewer rate structure and avoid a rate spike in 2018. The earliest that reimbursable costs can begin to be incurred is May of 2015 with a resulting substantial completion of May 2, 2018.

In addition to rate spike concerns, there was recent legislation passed in Madison that involves alternative compliance measure for phosphorus. MEG introduced a compliance mechanism that can extend the time frame for low level compliance by an additional 5 year permit cycle and involves "payments" calculated from effluent discharge versus the phosphorus target level for that outfall location. The proposal calls for the payments to be directed to rural areas to be utilized to for non-point source phosphorus reduction activities. Legislative hurdles still remain with the Department of Administration having 240 days to prepare and submit to the US EPA Region 5 for acceptance or denial.

Two high priority issues were discussed that need to be addressed in 2014 and two other items need to be investigated for future planning. The screw pump rehabilitation and a leaking section of digester roofing are projects that cannot wait till 2016. For future planning purposes, the viability of Red Arrow waste to be anaerobically digested and a condition assessment of the main WWTF 60" mainline sewer needs to be completed.

Motion by Dave Luckow to rehab screw pumps, replace digester roof, inspect the 60" mainline, and evaluate methane potential of Red Arrow waste; second by Jim Brey. Motion carried unanimously.

PLANT REPORT

Jaeger reviewed the plant report discussing the projects and work completed and effluent quality for the period January 1 to February 28, 2014. No action taken.

Motion to adjourn made by Dan Koski; second by Dave Luckow. Meeting adjourned at 5:18 P.M.

Respectfully submitted,

Brian Helminger
Secretary, WWTFB

BH/jma
Copy: City Clerk's Office