

**MANITOWOC WASTEWATER TREATMENT  
FACILITY BOARD MEETING MINUTES**

Chairperson Brian Rasmussen called the meeting of the Manitowoc Wastewater Treatment Facility Board to order on Tuesday, June 07, 2016 at 4:02 P.M.

Board members present:            Brian Rasmussen, Chairperson  
    Dave Luckow, Vice Chairperson  
    Gregg Wolf  
    Dan Koski  
    Brian Helminger

Also present:                         Mike Jaeger  
    Debbie Charney  
    Mayor Justin Nickels

Board member(s) not present:    Mike Howe  
    Tim Petersen  
    Steven Brunner

**PUBLIC INPUT**

No public input.

**MINUTES**

The minutes of the May 05, 2016 Board Meeting were accepted as presented.

Motion by Dan Koski to accept the May 05, 2016 Board Meeting minutes and place on file; second by Gregg Wolf. Motion carried unanimously.

**CMAR 2015**

Helminger summarized the Compliance Maintenance Annual Report (CMAR) pointing out the sections and reasons why points were assessed. Helminger requested the Board's acceptance and approval and to forward to Common Council for their approval action. The Council action number is required to validate and e-submit the report to Madison.

Motion made by Dave Luckow to approve 2015 CMAR and forward to Council; second by Dan Koski. Motion carried unanimously.

**UPDATE ON WWTF UPGRADE**

Helminger explained to WWTF Board Members that Strand Associates were recently on site for a design meeting on May 24, 2016 where they are now at the 30% design mark. A design detail discussed at length was noted of the primary clarifier general layout and dewatering procedures. Additional piling will be required along with groundwater relief valves to protect the tank from wanting to float when emptied for cleaning and maintenance.

A Strand Associates mechanical engineer will be on site on June 8, 2016 for plumbing and HVAC review. The next scheduled design meeting will be June 29, 2016 where they should be at near 60% design completion. No Board action taken.

**DNR ENVIRONMENTAL INVOICE- NR 101 FEES**

Helminger explained to the Board the WI Department of Natural Resources 2016 Environmental Fee Invoice arrived and amounted to \$67,026.86. Payment is not optional and includes the laboratory's certification and the 2015 wastewater and groundwater discharges. This fee is calculated on a 5 year rolling average of the effluent discharged and has remained steady or dropped slightly for the last few years. No Board action taken.

**EQUIPMENT FAILURE - AIR DRIER FOR PNEUMATIC PRIMARY SLUDGE PUMPS**

Helminger told the Board about the 700 building air dryer that failed for the pneumatic primary sludge pump. The dryer removes the moisture from the compressed air used for pumping sludge. A repair was attempted only to find the condenser was leaking. A new air dryer was ordered and should arrive within the week. The existing brand of air drier is no longer available so a like unit was purchased. The installed cost is approximately \$5300. No Board action taken.

**VEOLIA SERVICES MEMORANDUM- 2017-2018 SLUDGE HAULING**

Veolia provides services to the WWTF to transport sludge from the plant to the lagoons and then to transport and inject onto crop land. Veolia approached Helminger asking for an extension to the services agreement for 2017-2018. Veolia proposed no cost increase for hauling in 2017 and a 3% increase in the rate for 2018.

Motion made by Gregg Wolf to approve Veolia's request for a service agreement update; second by Dave Luckow. Motion carried unanimously.

**FINANCIAL STATEMENTS ON WASTEWATER TREATMENT FACILITY FOR APRIL 2016**

Helminger reviewed the April 2016 financial statements. March revenue at \$558,000 was up from April, 2015 revenue which was \$523,000. Hauled waste revenue was just over \$25,600 for the month and the highest industrial contributor for the month was Kerry at \$37,057. Helminger explained budget line 484900-Miscellaneous Revenue which is used for Lab Testing Services that are in place now with Reedsville Utilities. In the 2017 budget, a specific line budget will be added to reflect lab services revenue.

Motion by Dave Luckow to accept the April 2016 financials as presented and place on file; second by Gregg Wolf. Motion carried unanimously.

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PLANT REPORT FOR APRIL 2016

Mike Jaeger reviewed the plant report discussing the work projects completed and operations of plant for the period of April 1<sup>st</sup> to April 30<sup>th</sup>, 2016.

CMOM - AUGUST 2016

This agenda item was taken out of order and discussed last. Helminger informed Board members that he talked with Strand and they agreed to come on site to do a presentation on August 9<sup>th</sup> since they will already be here for the 90% design meeting on that date. They will present the completed CMOM program to the Board at noon at the base proposal fee. No Board action taken.

Motion to adjourn made by Gregg Wolf; second by Dave Luckow. Meeting adjourned at 4:46 P.M.

Respectfully submitted,



Brian Helminger  
Secretary, WWTFB  
BH/dac

Copy: City Clerk's Office