

**MANITOWOC WASTEWATER TREATMENT
FACILITY BOARD MEETING MINUTES**

16-0758

Chairperson Brian Rasmussen called the meeting of the Manitowoc Wastewater Treatment Facility Board to order on Friday, August 05, 2016 at 12:03 P.M.

Board members present: Brian Rasmussen, Chairperson
 Mike Howe
 Steven Brunner
 Dan Koski

Also present: Brian Helminger
 Debbie Charney

Board member(s) not present: Tim Petersen
 Dave Luckow, Vice Chairperson
 Gregg Wolf

PUBLIC INPUT

No public input.

MINUTES

The minutes of the July 5, 2016 Board Meeting required one correction. Motion by Dan Koski to accept the July 5, 2016 Board Meeting minutes as corrected and place on file; second by Mike Howe. Motion carried unanimously.

DISCUSSION ON UPGRADE SCOPE AND INCLUSION OF 930 BUILDING HVAC EQUIPMENT

Helminger explained the 930 building HVAC system dates back to 1974 and was omitted from the original scope of the WWTF upgrade project. During the planning phase of the project there was uncertainty about phosphorus permitting issues and if the existing effluent filters would need to be retrofitted with new filtration technology to meet effluent limits. It now appears likely that the 0.6 mg/L effluent limit will remain in effect in the new permit effective until December 31, 2021. By including the equipment in the scope now, it will be consistent in age and from the same manufacturer as all the other HVAC equipment in the facility. The task order agreement with Strand is very specific and does not allow a change in scope without revision to the task order and ultimate Council approval. The additional construction cost is expected to be \$400,000 to replace all existing HVAC equipment and controls in Building 930. Strand's additional design fee is \$6,500 and construction fees to be \$20,000.

Motion by Mike Howe for inclusion of 930 building HVAC equipment; second by Dan Koski. Motion carried unanimously.

FINANCIAL STATEMENTS ON WASTEWATER TREATMENT FACILITY FOR JUNE 2016

Helminger reviewed the June 2016 financial statements. June revenue was down about 5% from the previous year. Hauled waste revenue was just over \$22,800 for the month and the highest industrial contributor for the month was Kerry at \$34,837. Helminger stated that land application of sludge to empty out lagoons should be starting soon. Helminger explained budget line 456120-Other Operating Revenue. This line is for sewer connection fees and was up due to construction activities and new sewer connections to the sanitary system. Also reviewed was line 484900-Miscellaneous Revenue. This line is being used to account for revenue generated by lab charges conducted for the Village of Reedsville. Helminger discussed budget line 534220-Process Chemicals which is used for ferric chloride and explained that the bid came in for 2017 and the bid amount was slightly less than for 2016. Line 581900-Other Capital Equipment was used to replace a VFD for one of the three rock filter pumps. Line 582900-Other Capital Improvements was budgeted and is being for used to cover design fees from Strand for the plant upgrade.

Motion by Mike Howe to accept the June 2016 financials as presented and place on file; second by Steve Brunner. Motion carried unanimously.

PLANT REPORT FOR JUNE 2016

Helminger reviewed the plant report discussing the work projects completed and operations of plant for the period of June 1st to June 30th, 2016. No Board action taken.

Motion to adjourn made by Mike Howe; second by Steve Brunner. Meeting adjourned at 12:31 P.M.

Respectfully submitted,

A handwritten signature in blue ink that reads "Brian Helminger" followed by a stylized "dc" or "dac" monogram.

Brian Helminger
Secretary, WWTFB
BH/dac
Copy: City Clerk's Office