

# City of Bayfield Public Works Minutes

## January 24, 2019

Call to order at 9:00 am by Chairman Bryan at the Bayfield Fire Hall

Roll Call: Chairman—Jim Bryn, Mel Whiteside, Mike Eldred, Bill Peterson

Absent: None

Others: PWD—Tom Kovachevich, Utility Operator—Mike Burg, GBWWTP Operator—Josh Pearson, Office Assistant—Sarah Mather

Peterson/ Eldred motioned to approve agenda as presented. Carried

Eldred/ Whiteside motioned to approve the minutes of November 9, 2018. Carried.

Public Input: None

Agenda Items:

### 1. Old Business

- a. PWD Kovachevich noted the salt/sand pile is doing well and that they're only using salt sparingly for freezing rain. Trying to use the pile up by spring so there's no need to tarp.

### 2. Public Works Director Report

- a. Trying to keep the roads sanded (see Agenda Item 1). Sidewalks are the same—several letters have been sent out to businesses and residents located within the city who are required to have the sidewalks shoveled and sanded. Kovachevich informed Police Chief, John Fangman, and asked him to send letters out requesting people to follow up with shoveling and salting their sidewalks—hopefully some more strength coming from Police. Otherwise, PW will shovel and salt and bill the owner of the business/resident.
- b. There was a mishap with the backhoe and a seal and bearing of the machine went out. In the long run, it was more cost effective to rebuild the entire front end of the backhoe instead of just one side. The cost was \$9,000 and came out the EE fund.
- c. Utility and PW trucks have both been ordered and are being built. Old vehicles will go on WI Surplus when the new ones come in. It looks like the new vehicles will be delivered in the spring.

### 3. Utility Operator Report

- a. Utility Operator, Burg, was presented and noted both he and GBWWTP Operator, Pearson, passed both of their tests.
- b. Well 4: there is a bearing issue with Well 4. There was an entire field day trying to fix the well via vibration tests and putting a new motor on by another company; however, the company installed the wrong meter. At this time, there is no replacement available and need to look into buying a new one. A new meter costs around \$9,000 and would take a couple of weeks to build and get here. At this time, well 4 is still online and running.
- c. Replaced part of a collapsed clay tile sewer right before Christmas.
- d. Pump Maintenance Training on February 6, 2019

### 4. Sewer Rate Increase

- a. The budget was passed in November with a 5% sewer rate increase however, there was discussion that usage vs base rates should be different in an attempt to share the costs more effectively with the community that is absent in the winter months. Office Assistant, Mather, compiled different scenarios in order to increase the base rate higher and usage rates lower to come up with a similar price range to the 5% increase that was passed at the November meeting. After looking at a couple of situations, the committee agreed to Mather's recommendation of an 8% base rate increase, 3% sewer usage increase, and a 3% increase for remaining sewer charges—connection fees, pump outs, sewer standby and yard meters. Eldred made a motion to accept the 8%, 3%, 3% increase, Whiteside second. Carried.

### 5. Brownstone Line—Duquette Property

- a. A part of the Brownstone Sewer Line is being abandoned and the Van Sant property is no longer connected to it and they have a holding tank and will hook up to the force main at their expense. The Duquette property is still hooked into the BSL for the time being and the City of Bayfield Utility bills her for water. We haven't received proper payment for the sewer usage from Pike's Bay for both the Van Sant property or the Duquette property since 2015. The City of Bayfield does have records of the actual usage for both of these properties. Since payment hasn't been made, a motion was made by Eldred to bill Pike's Bay based off of actual use for each year that payment hasn't been made for both the Van Sant

account and Duquette account based on the City of Bayfield Utility sewer rates for each respective year. Peterson seconded. Carried. It's hopeful that Duquette can connect back to the City of Bayfield's sewer and not have to connect to the force main.

6. Force Main Flows

- a. Mystery Flow: Kovachevich wanted the committee to know about the City of Bayfield paying for mystery flow that they shouldn't be paying. Currently, the City of Bayfield deducts the Van Sant property and Duquette property and sends the information to GBWWTP. However, there are 7 PBSB customers whose flow goes directly into the force main. We don't know how much flow is going into the sewer from them. They're currently being charged by Pikes Bay by an REU at 120 gallons a day and basing their information off of run times instead of actuals. This equivalates to about 250 thousand gallons that goes unaccounted for. Discussion ensued. GBWWTP Operator, Pearson, stated, as a third party, that both the City of Bayfield and Pikes Bay should be using MAG meters at their cost on the infiltration side at the plant. Discussion further ensued. COB has a MAG meter already and deducts for BSL currently so it would just tell us what Pikes Bay was putting in—why should COB pay for MAG meter (\$14,000-\$16,000 + maintenance) when we already have accurate information? Two motions were made 1). Eldred motioned that the COB pays based off of the actuals of the current MAG meter we have downtown and will not pay for any more flow that does not go through our meter. Peterson seconded. Carried. 2). Peterson motioned to recommend that Pikes Bay put a MAG meter in on the influent side at the GBWWTP at their own cost and not base their usage off of flow time and REU's but rather actuals going forward. Eldred seconded. Carried. Bryan mentioned he would be willing to talk to the GBWWTP at the next meeting about Pikes Bay using MAG meters at GBWWTP and require them to do annual testing—same basis as the COB. He also invited the Public Works Committee to attend the meeting being mindful that a quorum could be present; the GBWWTP meeting should be posted noting a quorum of the Public Works Committee may be present at that meeting.

There is still an open position on the Public Works Committee and Kovachevich asked if anyone knew of anybody who might like the position. Pearson noted that his mom, Nany Pearson, might be interested and that he would mention it to her.

Next meeting: February 7, 2019 9:00 am Fire Hall, if needed

Meeting Adjourned Bryan/ Peterson 10:19 am.