



### **Minutes of September 22, 2020**

A meeting of the Wausau Water Works Commission was called to order at 1:30 p.m. in City Hall on September 22, 2020. In compliance with Wisconsin Statutes, this meeting was posted and receipted for by the Wausau Daily Herald on September 18, 2020.

Members present: President Rosenberg, Commissioners Force, Robinson, Herbst.

Others present: Eric Lindman, Dave Erickson, Scott Boers, Valerie Swanborg, Anne Jacobson, Toni Vanderboom, Gerry Klein, Steve Opatik/Becher Hoppe.

#### **1) Approve Minutes of August 4, 2020 Meeting.**

Herbst moved to approve the minutes of the August 4, 2020 meeting. Seconded by Robinson.

Force requested an update on the Clark Dietz proposal for solar power and the decision to put out an RFP for that work. Lindman advised he is working on that right now and is waiting on information from WPS. He is working with other engineering firms for the correct terminology and anticipates it to be out before our next meeting in October.

Force also mentioned that in the last meeting it was agreed to not extend any further construction permits to TDS until they finished up the work they were engaged in. Has that been taken care of? Lindman responded it has been. Allen Wesolowski/Engineering has been issuing those permits and shared the minutes from the last meeting with TDS and that has created a positive impact for the City.

Robinson mentioned that he has noticed a lot of conduit around town waiting to be connected. Lindman advised that the below ground boxes are backordered so they are putting those in as they get them.

Motion to approve the minutes carried 4-0.

#### **2) Director's Report on Utility Operations.**

Robinson mentioned that there is evidence to indicate that some PFOS can accumulate in the bacteria in the wastewater system that then becomes part of the sludge cake in the biosolids. There are concerns in other areas that the spreading of biosolids is going into the soil and there is uptake of the PFOS into plants and animals. His concern is that we get a handle on what is in our waste stream and would encourage an influent evaluation from the facilities or we could have potentially hazardous biosolids. Lindman advised that one of the challenges and why we've been hesitant to do that testing is because there isn't a regulatory standard in place for testing. There are 2 of 3 different methods to test for it. There are also concerns because we are taking leachate and other things. He isn't sure we are ready to take the step to do testing. If Robinson would like to have this discussion further about potential testing, we can do that. Robinson encourages taking a look at what Michigan did and he could get some information and share that. Lindman advised that would be helpful.

Force asked what the fate of PFOS would be in the sludge drying process. Erickson advised it would have to be to the point of incineration and we are just drying it.

Robinson said he was pleased to see the wellhead protection plan on the agenda. When developing this plan he does think we will need to reach out and coordinate with the Village of Maine given the proximity of the Village to our well and water plant operations. He encourages this to go forward.

Force asked Lindman if there is someone that will be taking this on as a project or will we develop a plan. Lindman responded that he would like to talk to some other municipalities on the water side that have similar aquifer's that we have and get some examples and references. We would be hiring a consultant to help us.

Rosenberg stated she was curious about the Covid study samples. Erickson responded that we don't have any results yet but they were talking about setting up some kind of a computer point in which to access it. The numbers need some interpretation.

Force was pleased to see the construction update and asked if we had any complaints from neighbors from dust, noise, commotion, etc. Lindman advised we had some, especially in the beginning and those have been addressed as they've come in. He thinks the residents have been happy with the discussions. There are some of the neighbors talking about the landscaping and Becher Hoppe has been working with them on the final plan. Erickson advised they had one neighbor concerned about the dewatering wells and that maybe we were discharging wastewater. The DNR came and checked it out and they were satisfied.

Director's Report placed on file.

**3) Discussion and Possible Action Creating an Administrative III Position within the Utility.**

Lindman explained that this overlaps a little with the discussion on Agenda item #4. Back in August of 2019, the commission approved 4 new positions including 2 on the water side and 2 on the wastewater side. We're moving ahead with that organizational chart and staffing of those new positions.

This position is in lieu of the Utility Resource Manager which Cheryl Sell was employed and she has moved on to a different municipality. We will be leaving that position vacant. The need for the utility is really on the administrative side of things. Some of the duties from the Utility Resource Manager came over to this position but this is more of what is needed. This is a newly created position and we will not be filling the position that was recently vacated.

Motion by Robinson to approve an Administrative III Position. Seconded by Herbst. Motion carried 4-0.

**4) Discussion and Possible Action Approving the Water Distribution Supervisor and Senior Water Technician Job Classifications.**

Lindman advised that 2 of the positions on the water side that were approved last August have not yet been filled. Those have been classified through Human Resources and we'd like to advertise those. We are looking for approval of the classifications. Vanderboom wanted to clarify a correction to the packet. The Water Distribution Supervisor position is currently reflecting a salary grade 17 but they've added additional responsibilities and therefore increased the pay to salary grade 16. The beginning salary is \$51,189.00 and caps out at just over \$72,000.00.

Motion to approve the job classifications carried 4-0.

**5) Discussion and Possible Action Establishing a Written Policy Manual for Streamlining Approvals.**

Lindman explained that he had a meeting with Human Resources and the Attorney. What prompted this is bringing positions back to the commission more than one time. Seeking approval once they're created, the job descriptions and then the classifications. The code is written as such that the commission has been delegated the authority to create policy on how these types of things will be brought forward, get approved and what level of oversight the commission wants to maintain. As things start coming through for approval, he would like to start writing short policies and have a policy manual on how these types of things would get approved. Examples such as how a sewer rate would be approved and outline the process, how do positions get approved and to what level do they need to go for every step of the process. Those policies would then come to the commission for approval and then

we can begin creating the policy manual. This way if we have new commissioners or new employees, we can have those in writing and stay consistent moving forward.

Motion by Robinson to approve writing a policy manual for streamlining approvals and clarifying roles. Seconded by Force. Motion carried 4-0.

**6) Discussion and Possible Action Approving a Resolution to Apply for a WDNR SDW Principle Forgiveness Loan to Replace Private Side Lead Service Lines.**

Lindman advised this program is the same as what we did in 2017 and 2018 but they have more funding allocated to it. Force asked how much. Lindman responded there is a total of \$63 million total for the state. They are not restricting funding amounts to certain municipalities like they did in the past. You can apply for the number of services you think you can get completed in one year. We are proposing to apply for 90 service replacements. If we can get through all of those in 2021 and if funding remains the following year, we will apply for more. They are only allocating on an annual basis right now and the money is proposed to be spent the year that you apply for it. Force clarified we'd be applying for approximately \$450,000.00. Lindman confirmed that is about what it will be.

Robinson noted that he would propose that we incorporate the language, "now therefore be it resolved" at the end of the resolution. That language would be to apply for and administer the principle forgiveness funds through the SDWLP Program for LSL replacement. He would move to adopt this with that language.

Motion by Robinson to approve with the added language. Seconded by Force. Motion Carried 4-0.

**7) Discussion and Possible Action on Installation of Fiber Optic to the New DWTF as Proposed by CCITC.**

Lindman advised that CCIT had bid out some fiber extension projects throughout the city with one of those locations being to the new drinking water treatment facility. The cost is just under \$70,000.00 and this would be fiber that CCIT would own rather than an outside owned fiber. It's a good idea for us to have our own fiber coming into the new facility. He's discussed with finance where those funds would come from and there's a few different places such as capital or we could reduce one of our projects.

Motion by Robinson to approve. Seconded by Herbst. Motion Carried 4-0.

Force asked what the timing is on this. Klein responded before the snow this fall. Force clarified the route would be what is shown on the map in the packet. Klein responded that is correct and this will be very important for all of the controls that will be used at the plant. Force asked about the surface disruption during installation. Klein responded it will most likely be bored and that's typically between the sidewalk and curb.

**Adjourn.**

There being no further business to discuss, motion was made by Robinson to adjourn the meeting. Seconded by Herbst.