

CITY OF GILLETT
UTILITY & PUBLIC WORKS COMMITTEE MEETING
Council Chambers – Municipal Building
150 N McKenzie Ave – Gillett, WI 54124
SEPTEMBER 26, 2016 – 6:00 PM
MINUTES

Chairperson Mohr called the meeting to order at 6:00 PM.

Roll Call

Present: Alderpersons Nanette Mohr, Tod Anderson, Terry Nelson, and Rick Raatz
Mayor Pecha, Deputy Clerk Treasurer Chelsea Henkel, Alderperson Marilyn Mueller, Utility Public Members Louie Danielson and Ruth Spang, Utility Operator Robert Schroeder, Public Works Foreman Shane Rank, Lynch Engineer Sarah Nunn, Public Delbert Debauch, Department of Transportation Matt Ternes and Dan Segerstrom, and Gillett School District Superintendent Dan Carlson.

Open Meeting Law has been complied with

PUBLIC INPUT: None

DISCUSSION AND POSSIBLE ACTION ON ANY OR ALL OF THE FOLLOWING:

1. Hunting privileges on Wastewater Treatment Plant Land
Delbert Debauch came to the committee meeting to ask for permission to hunt on the Wastewater Treatment Plant land.
MOTION: Anderson/Danielson
Motion to approve Delbert Debauch to hunt on Utility owned property and from now forward any person who wishes to hunt on Utility owned land will need to ask permission from the committee yearly.
Voice Vote: All Ayes MOTION CARRIED
2. Department of Transportation Highway 22 Project
Discussion was had on travel lanes, shoulders, gutters, and parking on WIS 22. Also, discussion on street options for safer intersections such as Railroad (possible right in, right out turn) , McKenzie, Garden, proposed modifications, and city's utility work. The DOT scheduled a meeting with the school and businesses owners on Railroad Street on October 3, 2016. DOT agenda from this meeting is attached.
3. Update on Utility Finances –Committee looked over 2017 Budget.
4. Seneca Pipeline in City right of way
Seneca and the engineers agreed to the committees changes for the City to approve the site plan; Seneca will bore underneath Main, taking a different route to stay farther away from a water main, will not lose head room under trestle, will televise before and after project, will fix any culverts if anything should happen, and give City a bond in case the construction does not hold up.
MOTION: Nelson/Danielson
Motion to authorize Seneca to proceed with the legal descriptions to keep the project going. Seneca will come back for street opening permits and with the required bonds before the project start.
Voice Vote: All Ayes MOTION CARRIED
5. SEARCH Grant Projects and information on First St, Birch St, and Orchard Circle
Discussion was had on the above named projects that could be included in the SEARCH Grant. The SEARCH Grant can only include projects that will take place in the next three years. Items that will be included will be Birch Street, First Street, and Orchard Circle which includes utilities and all that is needed to redo the road and sidewalks. Costs could be \$650,000 for Public Works Department and \$1,775,000 for Utility.

Public Works can use LRIP (Road Improvement) funds and also Wheel Tax funds. All cost estimates and worksheets are attached. Committees need to form a time frame, choose the projects, and choose a funding source.

MOTION: Anderson/Nelson

Motion to authorize the completion of 75% of the engineering plans for Phase 1, 2, and 4 for First Street, Birch Street, and Orchard Circle to appease the USDA for the City to get the SEARCH Grant funds back. Utility authorizes \$51,200.

Roll Call Vote: All Ayes MOTION CARRIED

MOTION: Mohr/Raatz

Motion to authorize the completion of 75% of the engineering plans for Phase 1, 2, and 4 for First Street, Birch Street, and Orchard Circle to appease the USDA for the City to get the SEARCH Grant funds back. Public Works authorizes \$25,300.

Roll Call Vote: All Ayes MOTION CARRIED

MOTION: Nelson/Anderson

Motion to approve Sarah Nunn submitting forms needed to the Department of Natural Resources on the City's behalf for funding by October 30, 2016, contingent upon the committees choosing this method.

Voice Vote: All Ayes MOTION CARRIED

6. New light for the salt shed

MOTION: Raatz/Mohr

Motion to accept the quote from Wiskow Electric for the installation of a light and weatherproof switch on the outside of the Fire House that will shine on the salt shed for loading in the amount of \$400.

Voice Vote: All Ayes MOTION CARRIED

7. New street light heads

Will look into money saving features from Focus On Energy.

MOTION: Raatz/Mohr

Motion to accept the quote from LED Illumination Specialists LLC to install 7 new street light heads for \$4,900.

Roll Call Vote: All Ayes MOTION CARRIED

8. New salt spreader

MOTION: Mohr/Raatz

Motion to accept the quote from Olson Trailer and Body LLC for the Swenson MDV V-BOX Salt Spreader for \$6488.00, funds coming from the USDA grant.

Roll Call Vote: All Ayes MOTION CARRIED

9. New paint sprayer

The old paint sprayer and salt spreader will go out on bids.

MOTION: Raatz/Mohr

Motion to accept the quote from Sherwin Industries, Inc. for the Graco LineLazer 3400 Airless Paint Stripper for \$3787.00, funds coming from the USDA grant.

Roll Call Vote: All Ayes MOTION CARRIED

10. Shut off notices for Cross Connection program

Approximately 30 out of 60 residential customers have not responded to HydroCorp to schedule an appointment. HydroCorp completed commercial, public authority, and industrial customers.

MOTION: Anderson/Nelson

Motion to contact non-compliant customers one more time before sending out shut off notices to let them know their water may be shut off and not reconnected until they comply with the cross connection program. Utility Department will use door hangers stating what needs to be done in order to comply.

Voice Vote: All Ayes MOTION CARRIED

11. Water Meters in Zippel Park

Lions Stand, Civic, 4-H, and Fair building are being charged different charges.

MOTION: Anderson/Danielson

Motion to have the City of Gillett pay for the charges in the park and read the meter only when there is an event. Send to council.

Voice Vote: Mohr, Anderson, Danielson, Spang Ayes, Nelson Abstains. MOTION CARRIED

12. Monitoring Wells in Zippel Park

MOTION: Anderson/Spang

Motion to approve the City of Gillett Utility Operator to have testing of monitoring wells MWA, MW11, and MW13 done.

Voice Vote: All Ayes MOTION CARRIED

13. Infrared Sealing on water and sewer manhole covers

MOTION: Anderson/Danielson

Motion to approve the infrared sealing on 5 manhole covers. \$100 to be paid for out of water repairs to water lines and \$700 to be paid out of Sewer outside services for a total of \$800.00.

Roll Call Vote: All Ayes MOTION CARRIED

14. Mueller Electric on rewiring of lift station panel

Gases from lift station are affecting the wires going to the panel

MOTION: Anderson/Spang

Motion to approve Mueller Electric to replace the wiring at the Wastewater Treatment Plant Lift Station for \$4,500, to be paid for out of Sewer plant replacement fund.

Roll Call Vote: All Ayes MOTION CARRIED

15. Adjournment at 9:00 PM.

Chelsea Henkel, Deputy Clerk Treasurer