

**CITY OF RHINELANDER  
WATER/WASTEWATER COMMITTEE MEETING  
OCTOBER 4, 2011 – 5:00-6:50 PM**

**MEMBERS PRESENT:** Chairman Mark Pelletier, Tom Kelly, Sonny Paszak and Joe Salzer.

**MEMBERS ABSENT:** Sherrie Belliveau.

**OTHERS PRESENT:** Mayor Dick Johns, Antoinette Kazmarek, Wastewater Supt. Tim Kingman, Della Lemanski, Gene Laschinger and Warren Myers of Town & Country Engineering, City Clerk/Treasurer Mary Richardson, Kyle Rogers of Northwoods River News, Gene Soderlund.

CALL TO ORDER AND ROLL CALL

The meeting was called to order by Chairman Mark Pelletier at 5:00 p.m. The media was notified, the agenda posted, and a quorum present to do business.

APPROVAL OF MINUTES

MOTION BY PASZAK, SECOND BY KELLY, TO APPROVE MEETING MINUTES OF 9/6/11, AS AMENDED TO CORRECT THE SPELLING OF KEMP STREET. 4 AYE, 0 NAY, 1 ABSENT (BELLIVEAU); MOTION CARRIED.

NEW BUSINESS

Request by Utility Customer for discussion of bills for tenant-occupied properties

Tim Kingman stated that this is on the agenda at the request of several property owners; they would like the Utility to bill the tenants directly.

Della Lemanski spoke in favor of a disconnection process; she believes if this is done, word will travel quickly, and people will be more diligent about paying their bills. She noted that this is what WPS does.

Blaine noted that Kronenwetter had a disconnection procedure. He recommended we research this further to see what our options are.

Ms. Lemanski stated that it would also be much more convenient to have monthly bills, rather than quarterly. Blaine advised that this has been discussed, but it would increase our administrative costs, as we currently have only one meter reader and one billing clerk; we would need more staff to go to monthly billing. Ms. Lemanski asked if the Utility could apply disconnect/reconnect fees to those expenses. Blaine stated that the disconnection fees usually don't cover the cost of the disconnection program.

DEPARTMENTAL ACTIVITY REPORTS

Wastewater Superintendent Tim Kingman reviewed his activity report for the month of September. Assistant Superintendent Tim Phelan was not present, so Tim Kingman also presented that report.

UNFINISHED BUSINESS – None.

## NEW BUSINESS

### Discuss/approve updating Water Utility building light fixtures with newer, energy-efficient fixtures

Tim Kingman noted that the Public Works Department is also doing this. Replacing the light fixtures in the Water Utility building with new, energy-efficient fixtures will result in a payback to us in energy cost savings.

MOTION BY PELLETIER, SECOND BY PASZAK, TO APPROVE UPDATING WATER UTILITY BUILDING LIGHT FIXTURES WITH NEWER, ENERGY-EFFICIENT FIXTURES, AT A COST OF \$3,819.50 AFTER \$601.00 FOCUS ON ENERGY REBATE. 4 AYE, 0 NAY, 1 ABSENT (BELLIVEAU); MOTION CARRIED.

### Discuss/Approve ratification of pay requests in the total amount of \$391,614.70 (A - \$143,110.95, B - \$208,765.00, and C - \$39,738.75) for the Wastewater Treatment Plant Project

MOTION BY SALZER, SECOND BY KELLY, TO APPROVE RATIFICATION OF PAY REQUESTS IN THE TOTAL AMOUNT OF \$391,614.70 (A - \$143,110.95, B - \$208,765.00 AND C - \$39,738.75) FOR THE WASTEWATER TREATMENT PLANT PROJECT. 4 AYE, 0 NAY, 1 ABSENT (BELLIVEAU); MOTION CARRIED.

### Discuss/Approve Work Directives and Change Orders for Contracts A, B and C – None.

### Discuss/Approve requested payment (\$21,798.00) for Highway 8 water tank painting as recommended by Dixon Engineering, Inc.

Tim reported that the tank is fully painted. He noted that we are retaining \$5,840.00 for a problem observation period; so far, there have been no issues.

MOTION BY SALZER, SECOND BY PASZAK, TO APPROVE REQUESTED PAYMENT OF \$21,798.00 FOR HIGHWAY 8 WATER TANK PAINTING AS RECOMMENDED BY DIXON ENGINEERING, INC. 4 AYE, 0 NAY, 1 ABSENT (BELLIVEAU); MOTION CARRIED.

### Discuss/Approve engineering design services contract for the interceptor project

Gene Laschinger updated the Committee on the proposed interceptor project. He recommended that the City enter into a design contract with Town & Country to get things lined up for the project in the future. Blaine asked Gene if this design work will be sufficient for everything; Gene stated it may suffice for a grant application, but additional design work would be necessary for permitting. Blaine noted that we know we'll never get 100% grant funding; actually, we don't know what, if anything, we can get. He stated that we know this is on the radar, but it isn't a crucial issue at this time. We may want to do it in phases. Blaine recommends giving Town & Country authorization to investigate the grant possibilities and financing options, and bring that to a future meeting.

Tim Kingman noted there are some property issues; easements will be needed, and those types of things often take time to accomplish. He stated there are things the City could be doing now to

shorten that time frame. Tim noted we could go to Genisot for surveying and legal descriptions; then we can contact the property owners to pursue the necessary easements. Gene Laschinger noted that the other long timeline issue is working with the DNR regarding the contaminated sites.

MOTION BY PELLETIER, SECOND BY SALZER, TO AUTHORIZE TOWN & COUNTRY ENGINEERING TO PROCEED WITH BLOCK GRANT AND RURAL DEVELOPMENT RESEARCH AT A COST OF \$3,000-\$10,000. 4 AYE, 0 NAY, 1 ABSENT (BELLIVEAU); MOTION CARRIED.

#### MATTERS OF EMERGENCY/INFORMATIONAL NATURE

Tim reported that the sanitary sewer connections were completed at the former plant site. Bypass pumping is no longer needed, and the remaining demolition work has resumed.

Tim reported on the Public Service Commission's established guidelines, and noted that the City is within its rights to collect delinquent accounts on properties outside the City limits by having the amounts placed on the towns' tax rolls.

#### APPROVAL OF BILLS AND CLAIMS

MOTION BY PASZAK, SECOND BY SALZER, TO APPROVE BILLS AND CLAIMS IN THE AMOUNT OF \$983,533.57. 4 AYE, 0 NAY, 1 ABSENT (YOUNG); MOTION CARRIED.

#### FUTURE AGENDA REQUESTS AND MEETING DATE

Future Agenda Requests:

- Disconnection notices
- Interceptor project
- Utility replacements in conjunction with 2012 street projects

Meeting Date:

- Regular meeting: Tuesday, November 8, 2011 at 5:00 p.m. at WWTP.

#### ADJOURNMENT

MOTION BY KELLY, SECOND BY PASZAK, TO ADJOURN THE OCTOBER 4, 2011 WATER/WASTEWATER COMMITTEE MEETING AT 6:50 PM. 4 AYE, 0 NAY, 1 ABSENT (BELLIVEAU); MOTION CARRIED.

Approved By \_\_\_\_\_ Received By \_\_\_\_\_  
Mark Pelletier, Chairman City Clerk/Treasurer's Office

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