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CITY OF MERRILL
Water & Sewage Utility

2401 River Street • Merrill, Wisconsin • 54452
Phone: 715.536.6561 •Fax: 715.539.2668

NOTICE

RE: Water and Sewage Committee Meeting to be held **Wednesday, December 23, 2015** at **5:00** p.m. in the Council Chambers at City Hall.

Voting members: Alderperson Rob Norton, Alderperson Kandy Peterson, and Alderperson John Burgener

The following items will be on the agenda:

1. Review & approval of vouchers
2. Discussion of completed Operations & Needs Review (ONR) for the Wastewater Treatment Plant.
3. Discussion on potential I & I study on collection system based on the Operations & Needs Review.
4. Operations Report.
5. Public Comment.
6. Next meeting.
7. Adjournment.

Reviewed by,

Rob Norton
Committee Chairperson

The Merrill City Hall is accessible to the physically disadvantaged. If special accommodations are needed, please contact the Merrill City Hall at 536-6561.

PACKET: 06256 water utility nov 2015

VENDOR SET: 01 **** CHECK LISTING ****

BANK : 4 UTILITY A/P

VENDOR	NAME / I.D.	DESC	CHECK TYPE	CHECK DATE	DISCOUNT	AMOUNT	CHECK NO#	CHECK AMOUNT
1	'YRC FREIGHT'							
	~~I-482-675591~~	~~'YRC FREIGHT'~~	~~R~~	~~11/13/2015~~		~~42.83CR~~	~~148215~~	~~42.83~~
003108	AIRGAS USA, LLC							
	I-103115	AIRGAS USA, LLC	R	11/13/2015		42.62CR	148216	42.62
000178	AWWA							
	I-2016 MEMBERSHIP	AWWA	R	11/13/2015		330.00CR	148217	330.00
001521	BAY TOWEL, INC.							
	I-103115	BAY TOWEL, INC.	R	11/13/2015		306.81CR	148218	306.81
000069	BRANDT EXTINGUISHERS							
	I-008708	BRANDT EXTINGUISHERS	R	11/13/2015		26.00CR	148219	26.00
002809	CARQUEST OF MERRILL							
	I-10846-163689	CARQUEST OF MERRILL	R	11/13/2015		19.98CR	148220	19.98
000215	CHEMTRADE CHEMICALS US LLC							
	I-91659185	CHEMTRADE CHEMICALS US LLC	R	11/13/2015		3,386.40CR	148221	3,386.40
000381	CITY OF MERRILL							
	I-REPL.ACCT.-SWG	CITY OF MERRILL	R	11/13/2015		15,000.00CR	148222	15,000.00
000206	DIGGERS HOTLINE							
	I-151056501	DIGGERS HOTLINE	R	11/13/2015		299.20CR	148223	299.20
000212	FASTENAL COMPANY							
	I-103115	FASTENAL COMPANY	R	11/13/2015		1,087.58CR	148224	1,087.58
002661	FRONTIER							
	I-103115	FRONTIER	R	11/13/2015		140.45CR	148225	140.45
000221	GRAINGER							
	I-9879814276	GRAINGER	R	11/13/2015		5.52CR	148226	5.52
003164	HEARTLAND COOPERATIVE SERVICES							
	I-103115	HEARTLAND COOPERATIVE SERVICES	R	11/13/2015		160.00CR	148227	160.00
000491	GERALD HOOCK							
	I-MILEAGE	GERALD HOOCK	R	11/13/2015		50.60CR	148228	50.60

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VENDOR	NAME / I.D.	DESC	CHECK TYPE	CHECK DATE	DISCOUNT	AMOUNT	CHECK NO#	CHECK AMOUNT
000224	HYDRITE CHEMICAL CO							
	I-01854431	HYDRITE CHEMICAL CO	R	11/13/2015		2,231.00CR	148229	2,231.00
002849	HYDROCORP							
	I-0037195-IN	HYDROCORP	R	11/13/2015		1,340.00CR	148230	1,340.00
000313	LINCOLN CO TREASURER'S OFFICE							
	I-10155	LINCOLN CO TREASURER'S OFFICE	R	11/13/2015		212.20CR	148231	212.20
000314	LINCOLN CONTRACTORS							
	I-103115	LINCOLN CONTRACTORS	R	11/13/2015		108.66CR	148232	108.66
000351	LOCAL GOVERNMENT INVESTMENT POOL							
	I-REV.BOND.REDEMP.	LOCAL GOVERNMENT INVESTMENT PO	R	11/13/2015		8,750.00CR	148233	8,750.00
000041	MERRILL ACE HARDWARE							
	I-103115	MERRILL ACE HARDWARE	R	11/13/2015		863.69CR	148234	863.69
000328	MERRILL WATER UTILITY							
	I-WWTP QTRLY BILL	MERRILL WATER UTILITY	R	11/13/2015		220.61CR	148235	220.61
000540	NAPA AUTO PARTS							
	I-103115	NAPA AUTO PARTS	R	11/13/2015		94.16CR	148236	94.16
001392	PACE ANALYTICAL SERVICES INC							
	I-103115	PACE ANALYTICAL SERVICES INC	R	11/13/2015		496.00CR	148237	496.00
000362	PETERSON BROS. SAND							
	I-103115	PETERSON BROS. SAND	R	11/13/2015		764.75CR	148238	764.75
000572	SHARE CORP							
	I-927718	SHARE CORP	R	11/13/2015		288.81CR	148239	288.81
001616	STATE OF WISCONSIN							
	I-391399	STATE OF WISCONSIN	R	11/13/2015		100.00CR	148240	100.00
002533	STRAND & ASSOCIATES INC							
	I-0115016	STRAND & ASSOCIATES INC	R	11/13/2015		7,376.32CR	148241	7,376.32
000278	TRIDENT SUPPLY							
	I-103115	TRIDENT SUPPLY	R	11/13/2015		211.95CR	148242	211.95

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VENDOR	NAME / I.D.	DESC	CHECK TYPE	CHECK DATE	DISCOUNT	AMOUNT	CHECK NO#	CHECK AMOUNT
000578	USA BLUE BOOK							
	I-103115	USA BLUE BOOK	R	11/13/2015		7,372.28CR	148243	7,372.28
000284	VIP ALL-VALUE							
	I-103115	VIP ALL-VALUE	R	11/13/2015		252.40CR	148244	252.40
000299	WAL-MART COMMUNITY/GEMB							
	I-103115	WAL-MART COMMUNITY/GEMB	R	11/13/2015		95.61CR	148245	95.61
001457	WI DEPT OF REVENUE							
	I-BUS. TAX.RENEWAL	WI DEPT OF REVENUE	R	11/13/2015		10.00CR	148246	10.00
000587	WI STATE LAB OF HYGIENE							
	I-103115	WI STATE LAB OF HYGIENE	R	11/13/2015		172.00CR	148247	172.00
000266	WISCONSIN BUILDING SUPPLY							
	I-103115	WISCONSIN BUILDING SUPPLY	R	11/13/2015		2,116.40CR	148248	2,116.40
000656	WISCONSIN PUBLIC SERVICE							
	I-103115	WISCONSIN PUBLIC SERVICE	R	11/13/2015		10,737.28CR	148249	10,737.28
001261	YORDE TOOL & MACHINING LLC							
	I-4764	YORDE TOOL & MACHINING LLC	R	11/13/2015		450.00CR	148250	450.00

* * T O T A L S * *	NO#	DISCOUNTS	CHECK AMT	TOTAL APPLIED
REGULAR CHECKS:	36	0.00	65,162.11	65,162.11
HANDWRITTEN CHECKS:	0	0.00	0.00	0.00
PRE-WRITE CHECKS:	0	0.00	0.00	0.00
DRAFTS:	0	0.00	0.00	0.00
VOID CHECKS:	0	0.00	0.00	0.00
NON CHECKS:	0	0.00	0.00	0.00
CORRECTIONS:	0	0.00	0.00	0.00
REGISTER TOTALS:	36	0.00	65,162.11	65,162.11

TOTAL ERRORS: 0 TOTAL WARNINGS: 0

PACKET: 06256 water utility nov 2015

VENDOR SET: 01 **** CHECK LISTING ****

BANK : 4 UTILITY A/P

VENDOR	NAME / I.D.	DESC	CHECK TYPE	CHECK DATE	DISCOUNT	AMOUNT	CHECK NO#	CHECK AMOUNT

** POSTING PERIOD RECAP **

FUND	PERIOD	AMOUNT
62	11/2015	26,154.71CR
63	11/2015	39,007.40CR
ALL		65,162.11CR

PACKET: 06297 12/11/15 WU

VENDOR SET: 01 **** CHECK LISTING ****

BANK : 4 UTILITY A/P

VENDOR	NAME / I.D.	DESC	CHECK TYPE	CHECK DATE	DISCOUNT	AMOUNT	CHECK NO#	CHECK AMOUNT
003108	AIRGAS USA, LLC							
	I-9932214993	AIRGAS USA, LLC	R	12/14/2015		21.00CR	148447	21.00
001521	BAY TOWEL, INC.							
	I-113015	BAY TOWEL, INC.	R	12/14/2015		309.20CR	148448	309.20
002809	CARQUEST OF MERRILL							
	I-113015	CARQUEST OF MERRILL	R	12/14/2015		40.98CR	148449	40.98
002265	CHAD SCHMIDT EXCAVATING LLC							
	I-2185	CHAD SCHMIDT EXCAVATING LLC	R	12/14/2015		690.00CR	148450	690.00
000215	CHEMTRADE CHEMICALS US LLC							
	I-91686972	CHEMTRADE CHEMICALS US LLC	R	12/14/2015		3,258.60CR	148451	3,258.60
000381	CITY OF MERRILL							
	I-REPLACE - SWG ACT	CITY OF MERRILL	R	12/14/2015		15,000.00CR	148452	15,000.00
003853	DAMARC QUALITY INSPECTION SERVICE, LLC							
	I-27456	DAMARC QUALITY INSPECTION SERV	R	12/14/2015		120.00CR	148453	120.00
000206	DIGGERS HOTLINE							
	I-151 1 56501	DIGGERS HOTLINE	R	12/14/2015		129.60CR	148454	129.60
001867	ENVIROTECH EQUIPMENT CO.							
	I-112715-7A	ENVIROTECH EQUIPMENT CO.	R	12/14/2015		932.44CR	148455	932.44
000131	ETCO ELECTRIC SUPPLY							
	I-3208766	ETCO ELECTRIC SUPPLY	R	12/14/2015		13.00CR	148456	13.00
000212	FASTENAL COMPANY							
	I-113015	FASTENAL COMPANY	R	12/14/2015		2,042.53CR	148457	2,042.53
002661	FRONTIER							
	I-113015	FRONTIER	R	12/14/2015		140.45CR	148458	140.45
002849	HYDROCORP							
	I-0037474-IN	HYDROCORP	R	12/14/2015		1,340.00CR	148459	1,340.00
000228	J & H BERGE, INC							
	I-551420	J & H BERGE, INC	R	12/14/2015		725.71CR	148460	725.71

PACKET: 06297 12/11/15 WU

VENDOR SET: 01 **** CHECK LISTING ****

BANK : 4 UTILITY A/P

VENDOR	NAME / I.D.	DESC	CHECK TYPE	CHECK DATE	DISCOUNT	AMOUNT	CHECK NO#	CHECK AMOUNT
000751	L W ALLEN, INC							
	I-099986	L W ALLEN, INC	R	12/14/2015		22,211.50CR	148461	22,211.50
000313	LINCOLN CO TREASURER'S OFFICE							
	I-10212	LINCOLN CO TREASURER'S OFFICE	R	12/14/2015		232.51CR	148462	232.51
000351	LOCAL GOVERNMENT INVESTMENT POOL							
	I-REVENUE-BOND.RED	LOCAL GOVERNMENT INVESTMENT PO	R	12/14/2015		8,750.00CR	148463	8,750.00
000318	MASTERGRAPHICS							
	I-113015	MASTERGRAPHICS	R	12/14/2015		535.42CR	148464	535.42
000041	MERRILL ACE HARDWARE							
	I-113015	MERRILL ACE HARDWARE	R	12/14/2015		623.69CR	148465	623.69
001169	MUNICIPAL ENVIRONMENTAL GROUP - WASTEWATER							
	I-2015 MBR DUES	MUNICIPAL ENVIRONMENTAL GROUP	R	12/14/2015		1,059.52CR	148466	1,059.52
003854	N-CON SYSTEMS COMPANY, INC							
	I-9846	N-CON SYSTEMS COMPANY, INC	R	12/14/2015		6,010.00CR	148467	6,010.00
000540	NAPA AUTO PARTS							
	I-113015	NAPA AUTO PARTS	R	12/14/2015		371.01CR	148468	371.01
000336	NIENOW ELECTRIC, INC							
	I-113015	NIENOW ELECTRIC, INC	R	12/14/2015		1,556.71CR	148469	1,556.71
000337	NORTH CENTRAL LABORATORIES							
	I-113015	NORTH CENTRAL LABORATORIES	R	12/14/2015		1,500.59CR	148470	1,500.59
001392	PACE ANALYTICAL SERVICES INC							
	I-1540012868	PACE ANALYTICAL SERVICES INC	R	12/14/2015		328.00CR	148471	328.00
000362	PETERSON BROS. SAND							
	I-9225	PETERSON BROS. SAND	R	12/14/2015		427.50CR	148472	427.50
002183	PITNEY BOWES							
	I-5502841426	PITNEY BOWES	R	12/14/2015		73.93CR	148473	73.93
000586	QUILL CORPORATION							
	I-9350121	QUILL CORPORATION	R	12/14/2015		126.02CR	148474	126.02

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VENDOR	NAME / I.D.	DESC	CHECK TYPE	CHECK DATE	DISCOUNT	AMOUNT	CHECK NO#	CHECK AMOUNT
000546	SCHAEFFER MFG CO							
	I-MN9569-INV1	SCHAEFFER MFG CO	R	12/14/2015		1,004.30CR	148475	1,004.30
002533	STRAND & ASSOCIATES INC							
	I-0115659	STRAND & ASSOCIATES INC	R	12/14/2015		3,832.23CR	148476	3,832.23
002511	SUPERIOR PLUMBING & RPZ TESTING LLC							
	I-1358	SUPERIOR PLUMBING & RPZ TESTIN	R	12/14/2015		996.44CR	148477	996.44
000568	U.S. POSTAL SERVICE							
	I-PERMIT RENEWAL 15	U.S. POSTAL SERVICE	R	12/14/2015		225.00CR	148478	225.00
000578	USA BLUE BOOK							
	I-113015	USA BLUE BOOK	R	12/14/2015		962.42CR	148479	962.42
000299	WAL-MART COMMUNITY/GEMB							
	I-113015	WAL-MART COMMUNITY/GEMB	R	12/14/2015		85.33CR	148480	85.33
003415	WASTECORP PUMPS LLC							
	I-113015	WASTECORP PUMPS LLC	R	12/14/2015		3,604.04CR	148481	3,604.04
000584	WAUSAU CHEMICAL CORP.							
	I-INV-256873	WAUSAU CHEMICAL CORP.	R	12/14/2015		6,923.00CR	148482	6,923.00
000587	WI STATE LAB OF HYGIENE							
	I-441178-1	WI STATE LAB OF HYGIENE	R	12/14/2015		25.00CR	148483	25.00
003021	WISCONSIN LAND INFORMATION ASSOCIATION							
	I-ANN. CONFERENCE	WISCONSIN LAND INFORMATION ASS	R	12/14/2015		425.00CR	148484	425.00
000656	WISCONSIN PUBLIC SERVICE							
	I-113015	WISCONSIN PUBLIC SERVICE	R	12/14/2015		11,412.24CR	148485	11,412.24
001261	YORDE TOOL & MACHINING LLC							
	I-4777	YORDE TOOL & MACHINING LLC	R	12/14/2015		125.00CR	148486	125.00

PACKET: 06297 12/11/15 WU

VENDOR SET: 01 *** DRAFT/OTHER LISTING ***

BANK : 4 UTILITY A/P

VENDOR	NAME / I.D.	DESC	ITEM TYPE	ITEM DATE	DISCOUNT	AMOUNT	ITEM NO#	ITEM AMOUNT
002847	TOMAHAWK TRUCK PARTS, LLC							
	C-09P903243	REVERSE WATER UT ENTRY	N	12/14/2015		52.62	000000	
	I-09P903243	PRESSURE VALVE	N	12/14/2015		52.62CR	000000	0.00

* * T O T A L S * *	NO#	DISCOUNTS	CHECK AMT	TOTAL APPLIED
REGULAR CHECKS:	40	0.00	98,189.91	98,189.91
HANDWRITTEN CHECKS:	0	0.00	0.00	0.00
PRE-WRITE CHECKS:	0	0.00	0.00	0.00
DRAFTS:	0	0.00	0.00	0.00
VOID CHECKS:	0	0.00	0.00	0.00
NON CHECKS:	1	0.00	0.00	0.00
CORRECTIONS:	0	0.00	0.00	0.00
REGISTER TOTALS:	41	0.00	98,189.91	98,189.91

TOTAL ERRORS: 0 TOTAL WARNINGS: 0

PACKET: 06297 12/11/15 WU

VENDOR SET: 01 *** DRAFT/OTHER LISTING ***

BANK : 4 UTILITY A/P

VENDOR	NAME / I.D.	DESC	ITEM TYPE	ITEM DATE	DISCOUNT	AMOUNT	ITEM NO#	ITEM AMOUNT

** POSTING PERIOD RECAP **

FUND	PERIOD	AMOUNT
10	12/2015	178.47CR
62	12/2015	18,211.45CR
63	12/2015	79,799.99CR
ALL		98,189.91CR

Utilities Operations Report

Utility repaired 3 water main breaks in November and December. The locations were Cotter Ave & S. Foster Street (10"), W. 3rd & N. Genesee Street (12"), and Memorial & Thielman Street (8"). The leak on Foster Street never surfaced it was discovered because the hours at the lift station increased along with the increase of water pumped daily. It was estimated to have been leaking 4 days. The leak at Memorial Dr. was estimated to have been leaking 13 days before being discovered. That leak was flowing directly into the storm sewer.

There were 3 service leaks that were discovered and repaired by property owners in November. There is one that was discovered earlier that still has not been repaired and the property owner requested an extension until spring for repair. The leaking service has not surfaced and property owner understands that if it does in winter the water will be turned off until the repair is done.

The nice weather made it possible the work ahead on a couple of items. Utility personnel cleaned catch basins and storm sewer lines requested by the street dept. They also collected data points for service boxes for GIS. We try to stay a year ahead of Darin on the sidewalk inspections / replacement to save time in marking later.

GIS has completed making maintenance layer for catch basins and storm sewers for the street dept. and is in the process of making a sign layer. GIS also has been updating various maps and creating maps for the website ie: ATV/UTV trail map, as well as printing maps for various projects and departments. Has had discussions with the county about sharing data. Layers that were developed for recording maintenance and operations required a bit of tweaking after they were put to use.

Received shop drawings for the new blowers for the WWTP and have been reviewed by the installer and approved to move into production. Will be meeting with the installer after the new year to discuss what will be needed to insure ease of installation after we take delivery.

Cleared most of the utility files out of vault at city hall and moved to the utility office on River Street. Hope to have everything moved out in the next couple of weeks.

Pumps at the Sixth Ward lift station were re-built with new impellers and frames. Hope to have less plugging problems with the new impellers.

I am announcing the retirement of the lead operator at the WWTP Terry VandenHeuvel after 35 years of service. Steve Landwehr will assume the roll as lead operator immediately. He has 15 years experience at the treatment plant and all required certifications to operate as the lead.

Painting and cleaning projects have been completed at the WWTP. Re-organization will be taking place the next couple of weeks. With running one man short in the utilities one of the summer employees will be working over school break to help with general work.

Enjoy the Holidays.