CITY OF MERRILL

WATER & SEWAGE DISPOSAL COMMITTEE

AGENDA ● WEDNESDAY NOVEMBER 30, 2016

Regular Meeting	**City Hall Council Chambers**	**5:00 PM**

I. Call to Order

II. Preliminary items:

1. Vouchers

III. Agenda items for consideration

1. Consider 3% adjustment to Water & Sewer Fees for 2017.
2. Operations Report

IV. Public Comment Period

V. Establish date, time and location of next meeting

VI. Adjournment

/13/

ET:

NDOR SET: 01 **** CHECK LISTING ****

NK : 4 UTILITY A/P

VENDOR	NAME / I.D.	DESC	CHECK TYPE	CHECK DATE	DISCOUNT	AMOUNT	CHECK NO#	CHECK AMOUNT
003108	AIRGAS USA, LLC							
	I-9939264618	AIRGAS USA, LLC	R	10/13/2016		21.25CR	152311	21.25
001521	BAY TOWEL, INC							
	I-093016	BAY TOWEL, INC	R	10/13/2016		319.00CR	152312	319.00
000069	BRANDT EXTINGUISHERS							
	I-009301	BRANDT EXTINGUISHERS	R	10/13/2016		449.00CR	152313	449.00
000215	CHEMTRADE CHEMICALS US LLC							
	I-91919382	CHEMTRADE CHEMICALS US LLC	R	10/13/2016		3,256.20CR	152314	3,256.20
001867	ENVIROTECH EQUIPMENT CO.							
	I-073116-16A	ENVIROTECH EQUIPMENT CO.	R	10/13/2016		110.67CR	152315	110.67
003168	ESRI WISCONSIN USER GROUP							
	I-103292	ESRI WISCONSIN USER GROUP	R	10/13/2016		200.00CR	152316	200.00
000212	FASTENAL COMPANY							
	I-093016	FASTENAL COMPANY	R	10/13/2016		577.68CR	152317	577.68
000632	FERGUSON ENTERPRISES #1476							
	I-093016	FERGUSON ENTERPRISES #1476	R	10/13/2016		773.69CR	152318	773.69
002661	FRONTIER							
	I-093016	FRONTIER	R	10/13/2016		140.71CR	152319	140.71
001556	HD SUPPLY WATERWORKS, LTD							
	I-G123914	HD SUPPLY WATERWORKS, LTD	R	10/13/2016		42,194.56CR	152320	42,194.56
003164	HEARTLAND COOPERATIVE SERVICES							
	I-228951	HEARTLAND COOPERATIVE SERVICES	R	10/13/2016		60.98CR	152321	60.98
000224	HYDRITE CHEMICAL CO							
	I-01948659	HYDRITE CHEMICAL CO	R	10/13/2016		2,231.00CR	152322	2,231.00
002849	HYDROCORP							
	I-0040309-IN	HYDROCORP	R	10/13/2016		1,340.00CR	152323	1,340.00
000751	L W ALLEN LLC							
	I-093016	L W ALLEN LLC	R	10/13/2016		796.00CR	152324	796.00

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NDOR SET: 01 **** CHECK LISTING ****
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VENDOR	NAME / I.D.	DESC	CHECK TYPE	CHECK DATE	DISCOUNT	AMOUNT	CHECK NO#	CHECK AMOUNT
000313	LINCOLN CO TREASURER'S OFFICE							
	I-10722	LINCOLN CO TREASURER'S OFFICE	R	10/13/2016		242.69CR	152325	242.69
000351	LOCAL GOVERNMENT INVESTMENT POOL							
	I-093016	LOCAL GOVERNMENT INVESTMENT PO	R	10/13/2016		17,500.00CR	152326	17,500.00
000316	MARATHON CO. HEALTH DEPT.							
	I-HLI00100151	MARATHON CO. HEALTH DEPT.	R	10/13/2016		54.00CR	152327	54.00
000041	MERRILL ACE HARDWARE							
	I-093016	MERRILL ACE HARDWARE	R	10/13/2016		420.67CR	152328	420.67
000328	MERRILL WATER UTILITY							
	I-093016	MERRILL WATER UTILITY	R	10/13/2016		36.75CR	152329	36.75
000540	NAPA AUTO PARTS							
	I-093016	NAPA AUTO PARTS	R	10/13/2016		20.56CR	152330	20.56
000335	NEENAH FOUNDRY CO							
	I-190102	NEENAH FOUNDRY CO	R	10/13/2016		711.95CR	152331	711.95
002452	NELSON'S POWERHOUSE							
	I-17814	NELSON'S POWERHOUSE	R	10/13/2016		14.34CR	152332	14.34
000336	NIENOW ELECTRIC, INC							
	I-093016	NIENOW ELECTRIC, INC	R	10/13/2016		7,661.62CR	152333	7,661.62
000337	NORTH CENTRAL LABORATORIES							
	I-093016	NORTH CENTRAL LABORATORIES	R	10/13/2016		1,001.66CR	152334	1,001.66
001891	NORTHERN LAKE SERVICE INC							
	I-303283	NORTHERN LAKE SERVICE INC	R	10/13/2016		303.00CR	152335	303.00
001392	PACE ANALYTICAL SERVICES INC							
	I-093016	PACE ANALYTICAL SERVICES INC	R	10/13/2016		1,220.00CR	152336	1,220.00
000362	PETERSON BROS. SAND							
	I-10925	PETERSON BROS. SAND	R	10/13/2016		3,547.50CR	152337	3,547.50
000363	PUBLIC SERVICE COMMISSION							
	I-RA17-I-03610	PUBLIC SERVICE COMMISSION	R	10/13/2016		1,555.16CR	152338	1,555.16

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ET: 00002 UTILITY AP 10/13/16
NDOR SET: 01 **** CHECK LISTING ****
NK : 4 UTILITY A/P

VENDOR	NAME / I.D.	DESC	CHECK TYPE	CHECK DATE	DISCOUNT	AMOUNT	CHECK NO#	CHECK AMOUNT
000586	QUILL CORPORATION							
	I-9541289	QUILL CORPORATION	R	10/13/2016		67.73CR	152339	67.73
001821	RIESTERER & SCHNELL INC.							
	I-1070150	RIESTERER & SCHNELL INC.	R	10/13/2016		25.72CR	152340	25.72
000537	ROTOGRAPHIC PRINTING							
	I-3789	ROTOGRAPHIC PRINTING	R	10/13/2016		188.00CR	152341	188.00
000897	SANDERS & ASSOCIATES LLC							
	I-6024	SANDERS & ASSOCIATES LLC	R	10/13/2016		825.00CR	152342	825.00
002533	STRAND & ASSOCIATES INC							
	I-0122812	STRAND & ASSOCIATES INC	R	10/13/2016		8,003.73CR	152343	8,003.73
001817	TED'S YARD SERVICE							
	I-093016	TED'S YARD SERVICE	R	10/13/2016		200.00CR	152344	200.00
000386	U.W. SOIL TESTING LAB							
	I-556376082016	U.W. SOIL TESTING LAB	R	10/13/2016		56.00CR	152345	56.00
000284	VIP ALL-VALUE							
	I-093016	VIP ALL-VALUE	R	10/13/2016		296.94CR	152346	296.94
000299	WAL-MART COMMUNITY/GEMB							
	I-093016	WAL-MART COMMUNITY/GEMB	R	10/13/2016		81.02CR	152347	81.02
000587	WI STATE LAB OF HYGIENE							
	I-475013	WI STATE LAB OF HYGIENE	R	10/13/2016		50.00CR	152348	50.00
000266	WISCONSIN BUILDING SUPPLY							
	I-470542	WISCONSIN BUILDING SUPPLY	R	10/13/2016		247.92CR	152349	247.92
000656	WISCONSIN PUBLIC SERVICE							
	I-093016	WISCONSIN PUBLIC SERVICE	R	10/13/2016		11,367.82CR	152350	11,367.82
000227	XYLEM WATER SOLUTIONS U.S.A. INC							
	I-3556921591	XYLEM WATER SOLUTIONS U.S.A. I	R	10/13/2016		1,023.00CR	152351	1,023.00

* * T O T A L S * *	NO#	DISCOUNTS	CHECK AMT	TOTAL APPLIED
REGULAR CHECKS:	41	0.00	109,193.52	109,193.52
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:	41	0.00	109,193.52	109,193.52

TOTAL ERRORS: 0 TOTAL WARNINGS: 0

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ET:
NDOR SET: 01
NK : 4 UTILITY A/P

**** CHECK LISTING ****

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

** POSTING PERIOD RECAP **

FUND	PERIOD	AMOUNT
20	10/2016	375.46CR
49	10/2016	3,963.72CR
62	10/2016	51,459.42CR
63	10/2016	53,394.92CR
ALL		109,193.52CR

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NDOR SET: 01

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**** CHECK LISTING ****

VENDOR	NAME / I.D.	DESC	CHECK TYPE	CHECK DATE	DISCOUNT	AMOUNT	CHECK NO#	CHECK AMOUNT
004018	ACCESSIBLE TECHNOLOGIES							
	I-250395	ACCESSIBLE TECHNOLOGIES	R	11/15/2016		1,054.60CR	152784	1,054.60
003108	AIRGAS USA, LLC							
	I-103116	AIRGAS USA, LLC	R	11/15/2016		21.87CR	152785	21.87
000178	AWWA							
	I-'17 MEMBERSHIP	AWWA	R	11/15/2016		360.00CR	152786	360.00
001521	BAY TOWEL, INC							
	I-103116	BAY TOWEL, INC	R	11/15/2016		385.06CR	152787	385.06
000215	CHEMTRADE CHEMICALS US LLC							
	I-91948834	CHEMTRADE CHEMICALS US LLC	R	11/15/2016		3,477.30CR	152788	3,477.30
000212	FASTENAL COMPANY							
	I-103116	FASTENAL COMPANY	R	11/15/2016		811.54CR	152789	811.54
000632	FERGUSON ENTERPRISES #1476							
	I-103116	FERGUSON ENTERPRISES #1476	R	11/15/2016		287.00CR	152790	287.00
000221	GRAINGER							
	I-9264672248	GRAINGER	R	11/15/2016		132.00CR	152791	132.00
001556	HD SUPPLY WATERWORKS, LTD							
	I-G084978	HD SUPPLY WATERWORKS, LTD	R	11/15/2016		448.46CR	152792	448.46
002849	HYDROCORP							
	I-0040626-IN	HYDROCORP	R	11/15/2016		1,340.00CR	152793	1,340.00
000751	L W ALLEN LLC							
	I-102233	L W ALLEN LLC	R	11/15/2016		142.00CR	152794	142.00
000313	LINCOLN CO TREASURER'S OFFICE							
	I-10781	LINCOLN CO TREASURER'S OFFICE	R	11/15/2016		209.51CR	152795	209.51
000351	LOCAL GOVERNMENT INVESTMENT POOL							
	I-103016	LOCAL GOVERNMENT INVESTMENT PO	R	11/15/2016		8,750.00CR	152796	8,750.00
003091	LOCATORS & SUPPLIES, INC.							
	I-103116	LOCATORS & SUPPLIES, INC.	R	11/15/2016		753.39CR	152797	753.39

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VENDOR	NAME / I.D.	DESC	CHECK TYPE	CHECK DATE	DISCOUNT	AMOUNT	CHECK NO#	CHECK AMOUNT
000041	MERRILL ACE HARDWARE							
	I-103116	MERRILL ACE HARDWARE	R	11/15/2016		354.49CR	152798	354.49
000328	MERRILL WATER UTILITY							
	I-3320164000 10/16	MERRILL WATER UTILITY	R	11/15/2016		206.67CR	152799	206.67
000540	NAPA AUTO PARTS							
	I-103116	NAPA AUTO PARTS	R	11/15/2016		340.55CR	152800	340.55
000336	NIENOW ELECTRIC, INC							
	I-103116	NIENOW ELECTRIC, INC	R	11/15/2016		3,848.51CR	152801	3,848.51
000337	NORTH CENTRAL LABORATORIES							
	I-103116	NORTH CENTRAL LABORATORIES	R	11/15/2016		492.44CR	152802	492.44
001392	PACE ANALYTICAL SERVICES INC							
	I-103116	PACE ANALYTICAL SERVICES INC	R	11/15/2016		1,197.00CR	152803	1,197.00
000806	PROCESS EQUIPMENT REPAIR SERVICE INC							
	I-15-152-10/26/2016	PROCESS EQUIPMENT REPAIR SERVI	R	11/15/2016		21,428.41CR	152804	21,428.41
000586	QUILL CORPORATION							
	I-1511215	QUILL CORPORATION	R	11/15/2016		60.67CR	152805	60.67
001821	RIESTERER & SCHNELL INC.							
	I-1094930	RIESTERER & SCHNELL INC.	R	11/15/2016		470.86CR	152806	470.86
004070	SAND CREEK CONSULTANTS INC							
	I-5201	SAND CREEK CONSULTANTS INC	R	11/15/2016		2,483.05CR	152807	2,483.05
002533	STRAND & ASSOCIATES INC							
	I-0123556	STRAND & ASSOCIATES INC	R	11/15/2016		12,200.33CR	152808	12,200.33
002511	SUPERIOR PLUMBING & RPZ TESTING LLC							
	I-1393	SUPERIOR PLUMBING & RPZ TESTIN	R	11/15/2016		475.00CR	152809	475.00
001817	TED'S YARD CARE							
	I-103116	TED'S YARD CARE	R	11/15/2016		60.00CR	152810	60.00
003416	THERMO ELECTRON NORTH AMERICA LLC							
	I-9020660139	THERMO ELECTRON NORTH AMERICA	R	11/15/2016		947.43CR	152811	947.43

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ENDOR SET: 01

ANK : 4 UTILITY A/P

**** CHECK LISTING ****

VENDOR	NAME / I.D.	DESC	CHECK TYPE	CHECK DATE	DISCOUNT	AMOUNT	CHECK NO#	CHECK AMOUNT
000278	TRIDENT SUPPLY							
	I-103116	TRIDENT SUPPLY	R	11/15/2016		163.94CR	152812	163.94
000386	U.W. SOIL TESTING LAB							
	I-556376092016	U.W. SOIL TESTING LAB	R	11/15/2016		56.00CR	152813	56.00
000578	USA BLUE BOOK							
	I-094498	USA BLUE BOOK	R	11/15/2016		1,494.44CR	152814	1,494.44
000284	VIP ALL-VALUE							
	I-103116	VIP ALL-VALUE	R	11/15/2016		88.71CR	152815	88.71
000587	WI STATE LAB OF HYGIENE							
	I-479022	WI STATE LAB OF HYGIENE	R	11/15/2016		25.00CR	152816	25.00
000656	WISCONSIN PUBLIC SERVICE							
	I-103116	WISCONSIN PUBLIC SERVICE	R	11/15/2016		11,038.17CR	152817	11,038.17
000227	XYLEM WATER SOLUTIONS U.S.A. INC							
	I-3556924503	XYLEM WATER SOLUTIONS U.S.A. I	R	11/15/2016		1,488.00CR	152818	1,488.00

* * T O T A L S * *	NO#	DISCOUNTS	CHECK AMT	TOTAL APPLIED
REGULAR CHECKS:	35	0.00	77,092.40	77,092.40
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:	35	0.00	77,092.40	77,092.40

TOTAL ERRORS: 0 TOTAL WARNINGS: 0

1/15/2016 2:26 PM

KET:

ENDOR SET: 01

ANK : 4 UTILITY A/P

**** CHECK LISTING ****

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

** POSTING PERIOD RECAP **

FUND	PERIOD	AMOUNT
20	11/2016	2,483.05CR
62	11/2016	20,269.41CR
63	11/2016	54,339.94CR
ALL		77,092.40CR

REQUEST TO INCLUDE ITEM ON AGENDA

Board or Committee: Water & Sewage Committee

Date of Meeting: Wednesday - 11/30/2016 (or next meeting)

Request by: Kathy Unertl, Finance Director

Describe below the item(s) you wish to have put on the agenda:
(please attach any pertinent information)

Consider 3.0% adjustment to Water & Sewage Service Fees for 2017

Date Requested: 11/14/2016

City of Merrill - Water and Sewage Charges

*Some 2015 - Reflects fiscal impact of Federal EPA requirements for lead-free brass.

	2015	2016	2017
Water Tap 3/4" (Includes Corp.)*	$103.25	$106.35	$109.50
	35.9%	3.0%	3.0%
Water Tap 1" (Includes Corp.)*	$125.85	$129.65	$133.50
	42.1%	3.0%	3.0%
Water Tap 1 1/2" (Includes Corp.)*	$386.55	$398.15	$410.10
	118.0%	3.0%	3.0%
Water Tap 2"*	$432.25	$445.25	$458.60
	48.3%	3.0%	3.0%
Flush Private Hydrant	$273.25	$281.45	$289.90
	3.0%	3.0%	3.0%
Water Tap - Larger than 2"	At Cost	At Cost	At Cost
Raise "New" Curb Boxes	At Cost	At Cost	At Cost
Sewer Tap 4" (Includes Saddle)*	$125.75	$129.50	$133.40
	12.5%	3.0%	3.0%
Sewer Tap 6" (Includes Saddle)*	$141.30	$145.55	$149.95
	13.7%	3.0%	3.0%
Public Labor Charge	$38.55	$39.70	$40.90
	3.1%	3.0%	3.0%
Backhoe & Operator	$87.55	$90.20	$92.90
	3.0%	3.0%	3.0%
Thawing Machine (Including personnel - 2)	$94.10	$96.90	$99.80
Outside normal hours - $15.00/hr.	3.0%	3.0%	3.0%
for machine plus labor cost			
Valve Turned on at curb stop (PSC)	PSC	PSC	PSC
Reinstallation of meter/valving curb stop (PSC)	PSC	PSC	PSC
Jet Vactor Truck (Including personnel - 2)	$163.45	$168.35	$173.40
Outside normal hours - $52.00/hr.	3.0%	3.0%	3.0%
for truck plus labor cost.			

Reviewed by
Water Sewage Committee _____

Common Council - Adopted _____

City of Merrill - Water and Sewage Charges

*Some 2015 - Reflects fiscal impact of Federal EPA requirements for lead-free brass.

	2015	2016	2017
Laboratory Cost - Test Observation Wells	$2,122.00	$2,185.70	$2,251.27
	3.0%	3.0%	3.0%
B.O.D. Test	$32.50	$33.50	$34.50
	3.0%	3.1%	3.0%
Suspended Solids Test	$15.70	$16.17	$16.65
	3.0%	3.0%	3.0%
Total Solids Test	$15.70	$16.17	$16.65
	3.0%	3.0%	3.0%
PH Test	$11.07	$11.40	$11.74
	3.0%	3.0%	3.0%
C.O.D. Test	$25.50	$26.25	$27.05
	3.0%	2.9%	3.0%
Phosphorus Test	$31.35	$32.30	$33.27
	3.1%	3.0%	3.0%
Holding Tank Disposal	$8.75	$9.00	$9.27
	2.9%	2.9%	3.0%
Fixed Charge Per Load - Holding Tank	$10.15	$10.45	$10.76
	3.0%	3.0%	3.0%

Reviewed by
Water Sewage Committee _____

Common Council - Adopted _____

November 18, 2016

TO: Water & Sewage Committee

FROM: Kim Kriewald, Utility Superintendent

RE: Operations Report

Water & Sewer Operations & Water Recycling Operations aka Wastewater Operations

- Completed televising sanitary & storm sewers in areas of next years' road projects. Also televised this years' project as part of inspection.
- Performed repairs to the gas extraction system at the old city landfill; replaced valve, replaced some piping and removed condensate from system.
- All land application of bio-solids has been completed for the year. The storage shed is empty.
- Lift station wet wells have received their fall cleaning.
- Wells, towers, and lift stations have been winterized.
- Replacement of the second blower has been completed and an inspection by Focus on Energy was done.
- Routine fall maintenance has been completed at both the water & wastewater plants.
- Repaired (2) services – one was leaking by the curb stop and the other was mostly plugged causing poor pressure.
- Continue to install radio boxes; estimate about 40% of the city is complete.
- Working with the new Utilities Operations Manager to insure a smooth transition.
- Working on updating 10 year equipment capital plan with new Operations Manager.

Respectfully submitted,

Kim Kriewald
Utilities Superintendent

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