



Smart Move

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 18, 2013** at **5:00 p.m.** in the basement conference room of City Hall.

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

The following items will be on the agenda:

1. Review & approval of vouchers.
2. Consider 3.0% adjustment to Water & Sewage Service Fees for 2014.
3. Operations Report & Year End Review.
4. Public Comment.
5. Next meeting.
6. Adjournment.

Reviewed by,

John Burgener
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.

VENDOR SET: 01

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-9913228484	AIRGAS USA, LLC	R	11/15/2013		19.70CR	139396	19.70
000059	AMERICAN ASPHALT OF WI I-5300024024	AMERICAN ASPHALT OF WI	R	11/15/2013		18,586.00CR	139397	18,586.00
003126	B & M TECHNICAL SERVICES INC I-103113	B & M TECHNICAL SERVICES INC	R	11/15/2013		3,828.40CR	139398	3,828.40
001521	BAY TOWEL, INC. I-103113	BAY TOWEL, INC.	R	11/15/2013		334.40CR	139399	334.40
002411	BECHER-HOPPE ASSOC INC I-17401	BECHER-HOPPE ASSOC INC	R	11/15/2013		3,680.00CR	139400	3,680.00
000083	BELLIN HEALTH I-00104	BELLIN HEALTH	R	11/15/2013		80.00CR	139401	80.00
002809	CARQUEST OF MERRILL I-103113	CARQUEST OF MERRILL	R	11/15/2013		17.45CR	139402	17.45
000381	CITY OF MERRILL I-SEWAG.REPLACE.	CITY OF MERRILL	R	11/15/2013		15,000.00CR	139403	15,000.00
001867	ENVIROTECH EQUIPMENT CO. I-103113	ENVIROTECH EQUIPMENT CO.	R	11/15/2013		1,091.08CR	139404	1,091.08
000131	ETCO ELECTRIC SUPPLY I-103113	ETCO ELECTRIC SUPPLY	R	11/15/2013		8.02CR	139405	8.02
000212	FASTENAL COMPANY I-103113	FASTENAL COMPANY	R	11/15/2013		120.08CR	139406	120.08
000632	FERGUSON ENTERPRISES #331 I-103113	FERGUSON ENTERPRISES #331	R	11/15/2013		1,430.47CR	139407	1,430.47
002661	FRONTIER I-103113	FRONTIER	R	11/15/2013		261.46CR	139408	261.46
001556	HD SUPPLY WATERWORKS, LTD I-B649492	HD SUPPLY WATERWORKS, LTD	R	11/15/2013		1,851.92CR	139409	1,851.92

PACKET: 05259 WATER UTIL NOV 2013
 VENDOR SET: 01
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CHECK REGISTER

VENDOR	NAME / I.D.	DESC	CHECK TYPE	CHECK DATE	DISCOUNT	AMOUNT	CHECK NO#	CHECK AMOUNT
000224	HYDRITE CHEMICAL CO I-01642297	HYDRITE CHEMICAL CO	R	11/15/2013		1,619.40CR	139410	1,619.40
000225	INFRATECH I-FR13857	INFRATECH	R	11/15/2013		20,399.25CR	139411	20,399.25
000313	LINCOLN CO TREASURER'S OFFICE I-8939	LINCOLN CO TREASURER'S OFFICE	R	11/15/2013		225.91CR	139412	225.91
000041	MERRILL ACE HARDWARE I-103113	MERRILL ACE HARDWARE	R	11/15/2013		328.40CR	139413	328.40
000739	MERRILL GLASS I-10375	MERRILL GLASS	R	11/15/2013		341.01CR	139414	341.01
000328	MERRILL WATER UTILITY I-103113	MERRILL WATER UTILITY	R	11/15/2013		221.45CR	139415	221.45
000540	NAPA AUTO PARTS I-103113	NAPA AUTO PARTS	R	11/15/2013		90.63CR	139416	90.63
000337	NORTH CENTRAL LABORATORIES I-103113	NORTH CENTRAL LABORATORIES	R	11/15/2013		1,322.27CR	139417	1,322.27
001891	NORTHERN LAKE SERVICE INC I-240245	NORTHERN LAKE SERVICE INC	R	11/15/2013		2,614.10CR	139418	2,614.10
000351	OFFICE OF STATE TREASURER I-REVE.BOND.REDE.	OFFICE OF STATE TREASURER	R	11/15/2013		10,000.00CR	139419	10,000.00
000362	PETERSON BROS. SAND I-7018	PETERSON BROS. SAND	R	11/15/2013		41.13CR	139420	41.13
000363	PUBLIC SERVICE COMMISSION I-1309-I-00024	PUBLIC SERVICE COMMISSION	R	11/15/2013		2,204.92CR	139421	2,204.92
000586	QUILL CORPORATION I-103113	QUILL CORPORATION	R	11/15/2013		114.68CR	139422	114.68
000546	SCHAEFFER MFG CO I-MN8128-INV1	SCHAEFFER MFG CO	R	11/15/2013		1,327.20CR	139423	1,327.20

VENDOR SET: 01

BANK : 4 UTILITY A/P

LINE	OR	NAME / I.D.	DESC	CHECK TYPE	CHECK DATE	DISCOUNT	AMOUNT	CHECK NO#	CHECK AMOUNT
000572		SHARE CORP I-858489	SHARE CORP	R	11/15/2013		133.63CR	139424	133.63
002511		SUPERIOR PLUMBING & RPZ TESTING LLC I-1274	SUPERIOR PLUMBING & RPZ TESTIN	R	11/15/2013		1,542.57CR	139425	1,542.57
000386		U.W. SOIL TESTING LAB I-556827102013	U.W. SOIL TESTING LAB	R	11/15/2013		8.00CR	139426	8.00
000466		TERENCE VANDENHEUVEL I-103113	TERENCE VANDENHEUVEL	R	11/15/2013		371.10CR	139427	371.10
000299		WAL-MART COMMUNITY/GEMB I-103113	WAL-MART COMMUNITY/GEMB	R	11/15/2013		84.79CR	139428	84.79
000587		WI STATE LAB OF HYGIENE I-6005411-321963	WI STATE LAB OF HYGIENE	R	11/15/2013		20.00CR	139429	20.00
000656		WISCONSIN PUBLIC SERVICE I-103113	WISCONSIN PUBLIC SERVICE	R	11/15/2013		9,530.28CR	139430	9,530.28

* * T O T A L S * *				
	NO#	DISCOUNTS	CHECK AMT	TOTAL APPLIED
REGULAR CHECKS:	35	0.00	98,849.70	98,849.70
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	98,849.70	98,849.70

TOTAL ERRORS: 0

TOTAL WARNINGS: 0

11/29/2013 11:10 AM
 PACKET: 05259 WATER UTIL NOV 2013
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B / E CHECK REGISTER

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SR	NAME / I.D.	DESC	CHECK TYPE	CHECK DATE	DISCOUNT	AMOUNT	CHECK NO#	CHECK AMOUNT
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** POSTING PERIOD RECAP **

FUND	PERIOD	AMOUNT
20	11/2013	2,614.10CR
62	11/2013	41,204.07CR
63	11/2013	55,031.53CR
=====		
ALL		98,849.70CR

December 11, 2013

TO: Water & Sewage Committee

FROM: Kim Kriewald, Utility Superintendent

RE: Operations Report

Water & Sewer Operations & Water Recycling Operations aka Wastewater Operations

Utility staff spent a day reviewing and operating pumps and lift stations in emergency mode.

Experienced electrical problems at S. Center Ave. Lift Station. Because it was intermittent it was difficult to pin point, but we believe the problem has been fixed.

Worked on routine meter changes.

Dealing with frozen pipes, meters in basements and crawl spaces because of cold weather.

Layne was in and checked our well pumps. Well #3 will most likely need to be rehabbed in 2015 because of the drop off of specific yield.

Experienced a blown seal on one of the clarifiers at the WWTP causing it to be out of action for a couple of days. It is back in operation.

Early freezing and bad weather prevented us from applying all the bio-solids that we had in storage.

Starting to work on end of year report information.

Equipment maintenance work done at water/wastewater.

Updated experience forms for the DNR to update certificates.

Taxroll has been completed.

Respectfully submitted,



Kim Kriewald
Utilities Superintendent

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YEAR END REVIEW

WATER:

As the end of 2013 approaches, this will serve as a brief review of work completed this year. Utility personnel completed approximately 90% of routine meter changes, performed maintenance on approximately 35% of the system hydrants and inspected & operated 50% of all mainline valves. Personnel replaced on E. Main Street, from Cleveland Street west to the dead end; the 2" water line installed in the 1890's as well as replacing the water services connected to the old mainline. A new hydrant was installed on the end of the line on E. Main Street and new valves were installed at E. Main Street and Cleveland where an existing valve on the 10" was leaking. Utility personnel were responsible for disconnecting the old 3" line servicing the Lincoln House which will remain a memorable moment as to the creativity in water service connections. Replaced six (6) curb boxes and replaced one (1) complete water service because of leakage. Experienced three (3) mainline breaks this year in which we had some difficulty pin pointing two (2) of them. Currently looking at purchasing a new leak detector.

WATER TREATMENT:

The city's water from wells 1,4 & 5 have for the last 12 months gone through the new pressure filter. The monthly manganese average has gone from .20 - .30 ppm to a monthly average of less than .05 ppm exactly what it is supposed to do. All operators have their Iron Removal Certification to at least the trainee level and I am currently submitting experience forms to update to Grade 1 Level. Of course the pressure filter didn't work perfect right out of the box with a number of operational changes needed before optimal filtering was achieved. Backwash schedules and oxidizing levels are constantly evaluated to make sure of the best quality effluent pumped to the distribution system. The emergency lighting in the filter room was repaired under warranty as well as a communication problem with the generator at well #5. The water heater has had an ongoing issue that the manufacturer plans to address under warranty with notification I received on December 5th, 2013.

SEWER COLLECTION SYSTEM:

We fell short of our goal of cleaning 1/3 of the collection system in 2013. We did, however, spend extra time root cutting and treating a number of problem areas that seem to require root cutting every other year. There were five (5) manholes rehabbed because they were in very poor condition and one (1) because of clear water infiltration during the spring runoff and rain events. Most of the sewer maintenance cost over budget was due to the manhole work and root treatment.

WASTEWATER TREATMENT:

Main focus this year at the wastewater plant was to get our biological phosphorus removal working. After a relative slow start there were some noticeable changes starting in June with some reduction in alum usage to remove phosphorus. By the end of August the alum usage was

down by almost 50% which if it could be maintained at the at that level would have amounted to \$20,000/year in savings and \$12,000 savings for not needing caustic to balance the pH. Because we were operating it in a very fragile state a minor upset in September made us have to start from scratch. Currently we are trying to find its optimal operational point and not be in a fragile state as before. Right now we are at about 30% reduction in alum usage. At years end the savings this year is approximately \$12,000 for not needing caustic and approximately \$10,000 in reduced alum usage. Engineering specs were drafted by Becher Hoppe for the generator at the plant and in June the procurement was awarded to Cummins Power. Delivery of the generator is scheduled for the 2nd week in January with installation slated to start in March. Because of the poor condition of the grit removal system, fabrication of a new classifier and auger system is necessary and is awaiting the arrival of the new pump before scheduling installation. Operations overall at the wastewater plant is very good with one (1) noncompliance which occurred in September for not meeting our phosphorus limit.

REQUEST TO INCLUDE ITEM ON AGENDA

Board or Committee: Water & Sewage Committee

Date of Meeting: 12/18/2013

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 2014

City of Merrill - Water and Sewage Charges			
	2012	2013	2014
Water Tap 3/4" (Includes Corp)	\$71.60 3.0%	\$73.75 3.0%	\$75.95 3.0%
Water Tap 1" (Includes Corp.)	\$83.45 3.0%	\$85.95 3.0%	\$88.55 3.0%
Water Tap 1 1/2" (Includes Corp.)	\$167.15 3.0%	\$172.15 3.0%	\$177.35 3.0%
Water Tap 2"	\$274.75 3.0%	\$283.00 3.0%	\$291.50 3.0%
Flush Private Hydrant	\$250.00	\$257.50 3.0%	\$265.25 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)	\$105.25 3.0%	\$108.50 3.1%	\$111.75 3.0%
Sewer Tap 6" (Includes Saddle)	\$117.15 3.0%	\$120.65 3.0%	\$124.25 3.0%
Public Labor Charge	\$35.25 3.0%	\$36.30 3.0%	\$37.40 3.0%
Backhoe & Operator	\$80.10 3.0%	\$82.50 3.0%	\$85.00 3.0%
Thawing Machine (Including personnel - 2) Outside normal hours - \$15.00/hr. for machine plus labor cost	\$86.05 #VALUE!	\$88.65 3.0%	\$91.35 3.0%
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) Outside normal hours - \$52.00/hr. for truck plus labor cost.	\$149.50 3.0%	\$154.00 3.0%	\$158.65 3.0%
Laboratory Cost - Test Observation Wells	\$1,941.55 3.0%	\$2,000.00 3.0%	\$2,060.00 3.0%
B.O.D. Test	\$29.75 2.9%	\$30.65 3.0%	\$31.55 2.9%
Suspended Solids Test	\$14.35 2.9%	\$14.80 3.1%	\$15.25 3.0%
Total Solids Test	\$14.35 2.9%	\$14.80 3.1%	\$15.25 3.0%
PH Test	\$10.15 3.0%	\$10.45 3.0%	\$10.75 2.9%
C.O.D. Test	\$23.30 3.1%	\$24.00 3.0%	\$24.75 3.1%
Phosphorus Test	\$28.65 3.0%	\$29.50 3.0%	\$30.40 3.1%
Holding Tank Disposal	\$8.00 3.2%	\$8.25 3.1%	\$8.50 3.0%
Fixed Charge Per Load - Holding Tank	\$9.25 2.9%	\$9.55 3.2%	\$9.85 3.1%

Reviewed by
Water Sewage Committee -
Common Council - Adopted