CITY OF MERRILL

WATER & SEWAGE DISPOSAL COMMITTEE

AGENDA ● WEDNESDAY NOVEMBER 28, 2018

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

I. Call to Order

II. Preliminary Items

1. September & October Vouchers

III. Agenda Items for Consideration

1. Discussion & recommendation on request from Oh Jay Services LLC to be allowed to dispose of septic/holding tank wastes at the Merrill Wastewater Treatment Plant.
2. Consider 3% adjustment to Water & Sewage Service Fees for 2019
3. Consider potential additional Sewage Replacement Fund Allocation
4. Discussion on mixer for East Street Tower

IV. Monthly Report

1. Operations Report

V. Public Comment Period

VI. Establish date, time and location of next meeting

VII. Adjournment

2.1.a

PACKET: 07828 WU AP OCT 2018

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
004018	ACCESSIBLE TECHNOLOGIES							
	I-277389	ACCESSIBLE TECHNOLOGIES	R	10/16/2018		1,558.90CR	161363	1,558.90
004374	AgSOURCE COOPERATIVE SERVICES							
	I-093018	AgSOURCE COOPERATIVE SERVICES	R	10/16/2018		230.00CR	161364	230.00
003513	BATTERIES PLUS							
	I-P4962072	BATTERIES PLUS	R	10/16/2018		49.20CR	161365	49.20
001521	BAY TOWEL, INC							
	I-093018	BAY TOWEL, INC	R	10/16/2018		174.52CR	161366	174.52
000069	BRANDT EXTINGUISHERS RECHARGING & SALES LLC							
	I-093018	BRANDT EXTINGUISHERS RECHARGIN	R	10/16/2018		68.00CR	161367	68.00
000215	CHEMTRADE CHEMICALS US LLC							
	I-92474599	CHEMTRADE CHEMICALS US LLC	R	10/16/2018		3,426.30CR	161368	3,426.30
000381	CITY OF MERRILL							
	I-093018	CITY OF MERRILL	R	10/16/2018		20,000.00CR	161369	20,000.00
000199	CUMMINS NPOWER LLC							
	I-F9-6168	CUMMINS NPOWER LLC	R	10/16/2018		759.89CR	161370	759.89
002926	DC MTRS LLC							
	I-093018	DC MTRS LLC	R	10/16/2018		216.86CR	161371	216.86
000123	DIAMOND BUSINESS GRAPHICS							
	I-190446	DIAMOND BUSINESS GRAPHICS	R	10/16/2018		611.92CR	161372	611.92
001867	ENVIROTECH EQUIPMENT CO.							
	I-100318-3A	ENVIROTECH EQUIPMENT CO.	R	10/16/2018		1,465.52CR	161373	1,465.52
003168	ESRI WISCONSIN USER GROUP							
	I-003168	ESRI WISCONSIN USER GROUP	R	10/16/2018		200.00CR	161374	200.00
000212	FASTENAL COMPANY							
	I-093018	FASTENAL COMPANY	R	10/16/2018		98.41CR	161375	98.41
000632	FERGUSON ENTERPRISES #1550							
	I-093018	FERGUSON ENTERPRISES #1550	R	10/16/2018		2,172.88CR	161376	2,172.88

Attachment: September Vouchers (3822 : Vouchers)

2.1.a

PACKET: 07828 WU AP OCT 2018

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
002661	FRONTIER							
	I-093018	FRONTIER	R	10/16/2018		152.49CR	161377	152.49
002193	GREBE'S							
	I-093018	GREBE'S	R	10/16/2018		5.68CR	161378	5.68
003164	HEARTLAND COOPERATIVE SERVICES							
	I-297869	HEARTLAND COOPERATIVE SERVICES	R	10/16/2018		32.74CR	161379	32.74
000224	HYDRITE CHEMICAL CO							
	I-02174491	HYDRITE CHEMICAL CO	R	10/16/2018		467.57CR	161380	467.57
003804	HYDRO KLEAN							
	I-60867	HYDRO KLEAN	R	10/16/2018		25,835.00CR	161381	25,835.00
002849	HYDROCORP							
	I-093018	HYDROCORP	R	10/16/2018		1,340.00CR	161382	1,340.00
000135	J SIGN SERVICE							
	I-0003124	J SIGN SERVICE	R	10/16/2018		100.00CR	161383	100.00
001017	JANSSEN HEATING & COOLING							
	I-21976	JANSSEN HEATING & COOLING	R	10/16/2018		669.00CR	161384	669.00
004252	KLM ENGINEERING, INC.							
	I-6936	KLM ENGINEERING, INC.	R	10/16/2018		5,330.00CR	161385	5,330.00
000751	L W ALLEN LLC							
	I-106549	L W ALLEN LLC	R	10/16/2018		603.90CR	161386	603.90
000313	LINCOLN CO TREASURER'S OFFICE							
	I-12013	LINCOLN CO TREASURER'S OFFICE	R	10/16/2018		137.51CR	161387	137.51
000351	LOCAL GOVERNMENT INVESTMENT POOL							
	I-093018	LOCAL GOVERNMENT INVESTMENT PO	R	10/16/2018		8,750.00CR	161388	8,750.00
001064	MENARDS - WAUSAU							
	I-093018	MENARDS - WAUSAU	R	10/16/2018		136.33CR	161389	136.33
000041	MERRILL ACE HARDWARE							
	I-093018	MERRILL ACE HARDWARE	R	10/16/2018		92.81CR	161390	92.81

Attachment: September Vouchers (3822 : Vouchers)

2.1.a

PACKET: 07828 WU AP OCT 2018

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
000328	MERRILL WATER UTILITY							
	I-093018	MERRILL WATER UTILITY	R	10/16/2018		35.19CR	161391	35.19
000540	NAPA AUTO PARTS							
	I-738217	NAPA AUTO PARTS	R	10/16/2018		7.49CR	161392	7.49
000336	NIENOW ELECTRIC, INC							
	I-3955	NIENOW ELECTRIC, INC	R	10/16/2018		22,196.25CR	161393	22,196.25
000337	NORTH CENTRAL LABORATORIES							
	I-412514	NORTH CENTRAL LABORATORIES	R	10/16/2018		542.09CR	161394	542.09
001891	NORTHERN LAKE SERVICE INC							
	I-341654	NORTHERN LAKE SERVICE INC	R	10/16/2018		564.50CR	161395	564.50
001979	P B B S EQUIPMENT CORPORATION							
	I-193163	P B B S EQUIPMENT CORPORATION	R	10/16/2018		330.00CR	161396	330.00
002599	PRECISION LASER CUTTING, LLC							
	I-093018	PRECISION LASER CUTTING, LLC	R	10/16/2018		37.36CR	161397	37.36
000363	PUBLIC SERVICE COMMISSION							
	I-RA19-I-03610	PUBLIC SERVICE COMMISSION	R	10/16/2018		1,581.13CR	161398	1,581.13
001817	TED'S YARD CARE							
	I-093018	TED'S YARD CARE	R	10/16/2018		245.00CR	161399	245.00
000386	U.W. SOIL TESTING LAB							
	I-556376092018	U.W. SOIL TESTING LAB	R	10/16/2018		48.00CR	161400	48.00
000650	VICTORY JANITORIAL, INC.							
	I-102901	VICTORY JANITORIAL, INC.	R	10/16/2018		65.87CR	161401	65.87
000284	VIP ALL-VALUE							
	I-093018	VIP ALL-VALUE	R	10/16/2018		104.49CR	161402	104.49
000587	WI STATE LAB OF HYGIENE							
	I-563975	WI STATE LAB OF HYGIENE	R	10/16/2018		25.00CR	161403	25.00
000266	WISCONSIN BUILDING SUPPLY							
	I-093018	WISCONSIN BUILDING SUPPLY	R	10/16/2018		209.31CR	161404	209.31

Attachment: September Vouchers (3822 : Vouchers)

2.1.a

PACKET: 07828 WU AP OCT 2018

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
000656	WISCONSIN PUBLIC SERVICE							
	I-093018	WISCONSIN PUBLIC SERVICE	R	10/16/2018		10,590.15CR	161405	10,590.15

* * T O T A L S * *	NO#	DISCOUNTS	CHECK AMT	TOTAL APPLIED
REGULAR CHECKS:	43	0.00	111,267.26	111,267.26
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:	43	0.00	111,267.26	111,267.26

TOTAL ERRORS: 0 TOTAL WARNINGS: 0

Attachment: September Vouchers (3822 : Vouchers)

PACKET: 07828 WU AP OCT 2018

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
10	10/2018	66.68CR
20	10/2018	564.50CR
43	10/2018	99.39CR
46	10/2018	532.34CR
62	10/2018	25,553.06CR
63	10/2018	84,451.29CR
ALL		111,267.26CR

Attachment: September Vouchers (3822 : Vouchers)

2.1.b

PACKET: 07866 water ap nov 2018

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
004374	AgSOURCE COOPERATIVE SERVICES							
	I-2018101230618	AgSOURCE COOPERATIVE SERVICES	R	11/15/2018		230.00CR	161604	230.00
000804	ANDERSON PRINTING SERVICE							
	I-808	ANDERSON PRINTING SERVICE	R	11/15/2018		149.09CR	161605	149.09
000178	AWWA							
	I-MBR DUES 2019	AWWA	R	11/15/2018		371.00CR	161606	371.00
001521	BAY TOWEL, INC							
	I-103118	BAY TOWEL, INC	R	11/15/2018		439.08CR	161607	439.08
000381	CITY OF MERRILL							
	I-103118	CITY OF MERRILL	R	11/15/2018		20,000.00CR	161608	20,000.00
001556	CORE & MAIN LP							
	I-J383184	CORE & MAIN LP	R	11/15/2018		348.29CR	161609	348.29
000206	DIGGERS HOTLINE							
	I-181 0 56501	DIGGERS HOTLINE	R	11/15/2018		48.00CR	161610	48.00
004481	ePANEL PLUS LTD							
	I-4364	ePANEL PLUS LTD	R	11/15/2018		10,285.96CR	161611	10,285.96
000212	FASTENAL COMPANY							
	I-103118	FASTENAL COMPANY	R	11/15/2018		628.00CR	161612	628.00
000632	FERGUSON ENTERPRISES #1550							
	I-0259306	FERGUSON ENTERPRISES #1550	R	11/15/2018		1,204.00CR	161613	1,204.00
002661	FRONTIER							
	I-103118	FRONTIER	R	11/15/2018		150.21CR	161614	150.21
000224	HYDRITE CHEMICAL CO							
	I-02182647	HYDRITE CHEMICAL CO	R	11/15/2018		2,095.41CR	161615	2,095.41
002849	HYDROCORP							
	I-0049980-IN	HYDROCORP	R	11/15/2018		1,340.00CR	161616	1,340.00
000454	STEVEN B. LANDWEHR							
	I-103118	STEVEN B. LANDWEHR	R	11/15/2018		193.51CR	161617	193.51

Attachment: October Vouchers (3822 : Vouchers)

PACKET: 07866 water ap nov 2018

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
000313	LINCOLN CO TREASURER'S OFFICE							
	I-12082	LINCOLN CO TREASURER'S OFFICE	R	11/15/2018		191.94CR	161618	191.94
000351	LOCAL GOVERNMENT INVESTMENT POOL							
	I-103118	LOCAL GOVERNMENT INVESTMENT PO	R	11/15/2018		8,750.00CR	161619	8,750.00
000317	MARTELLE WATER TREATMENT							
	I-17612	MARTELLE WATER TREATMENT	R	11/15/2018		5,110.07CR	161620	5,110.07
000041	MERRILL ACE HARDWARE							
	I-103118	MERRILL ACE HARDWARE	R	11/15/2018		249.50CR	161621	249.50
000328	MERRILL WATER UTILITY							
	I-103118	MERRILL WATER UTILITY	R	11/15/2018		220.95CR	161622	220.95
000337	NORTH CENTRAL LABORATORIES							
	I-103118	NORTH CENTRAL LABORATORIES	R	11/15/2018		998.89CR	161623	998.89
001891	NORTHERN LAKE SERVICE INC							
	I-103118	NORTHERN LAKE SERVICE INC	R	11/15/2018		1,115.88CR	161624	1,115.88
001979	P B B S EQUIPMENT CORPORATION							
	I-194328	P B B S EQUIPMENT CORPORATION	R	11/15/2018		1,669.51CR	161625	1,669.51
001392	PACE ANALYTICAL SERVICES INC							
	I-103118	PACE ANALYTICAL SERVICES INC	R	11/15/2018		1,253.00CR	161626	1,253.00
000566	PITNEY BOWES FINANCIAL SERVICES LLC							
	I-3307319986	PITNEY BOWES FINANCIAL SERVICE	R	11/15/2018		302.82CR	161627	302.82
000586	QUILL CORPORATION							
	I-1774664	QUILL CORPORATION	R	11/15/2018		162.20CR	161628	162.20
000572	SHARE CORP							
	I-71071	SHARE CORP	R	11/15/2018		393.90CR	161629	393.90
002511	SUPERIOR PLUMBING & RPZ TESTING LLC							
	I-1470	SUPERIOR PLUMBING & RPZ TESTIN	R	11/15/2018		570.00CR	161630	570.00
001817	TED'S YARD CARE							
	I-103118	TED'S YARD CARE	R	11/15/2018		75.00CR	161631	75.00

Attachment: October Vouchers (3822 : Vouchers)

PACKET: 07866 water ap nov 2018

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
000578	USA BLUE BOOK							
	I-103118	USA BLUE BOOK	R	11/15/2018		1,939.87CR	161632	1,939.87
000284	VIP ALL-VALUE							
	I-103118	VIP ALL-VALUE	R	11/15/2018		71.06CR	161633	71.06
000299	WAL-MART COMMUNITY/SYNCB							
	I-103118	WAL-MART COMMUNITY/SYNCB	R	11/15/2018		331.96CR	161634	331.96
004478	WATERSURPLUS/SURPLUS MANAGEMENT INC							
	I-21011927	WATERSURPLUS/SURPLUS MANAGEMEN	R	11/15/2018		1,893.00CR	161635	1,893.00
000587	WI STATE LAB OF HYGIENE							
	I-103118	WI STATE LAB OF HYGIENE	R	11/15/2018		172.00CR	161636	172.00
000656	WISCONSIN PUBLIC SERVICE							
	I-103118	WISCONSIN PUBLIC SERVICE	R	11/15/2018		9,815.79CR	161637	9,815.79

* * T O T A L S * *	NO#	DISCOUNTS	CHECK AMT	TOTAL APPLIED
REGULAR CHECKS:	34	0.00	72,769.89	72,769.89
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:	34	0.00	72,769.89	72,769.89

TOTAL ERRORS: 0 TOTAL WARNINGS: 0

Attachment: October Vouchers (3822 : Vouchers)

PACKET: 07866 water ap nov 2018

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
20	11/2018	333.00CR
46	11/2018	48.55CR
62	11/2018	38,499.06CR
63	11/2018	33,889.28CR
ALL		72,769.89CR

Attachment: October Vouchers (3822 : Vouchers)

Application/Permit
To dispose of Septic/Holding Tanks Wastes
At the City of Merrill Wastewater Treatment Facility

Application

The undersigned is hereby applying for the following permit:

Name of Applicant/Hauler Oh Jay Services LLC
Address 201 N Tomahawk Ave Tomahawk WI 54487
Street/Number City State Zip Code

Wisconsin Sanitary License Number 2575

Vehicle(s) Description	Truck Make	Model Year	License Plate #	Capacity (Gallons)
Vehicle #1	2000 Gmc C7500	- JB11982	- 2500 gal	
Vehicle #2	2019 Freightliner	- M2 MC11292	- 4000 gal	
Vehicle #3				
Vehicle #4				

Signature: [signature] Date: 10-29-18
(Applicant/Hauler)

Permit

In consideration of $_____ and the mutual convenience contained herein for the 20__ calendar year, the City of Merrill Sewer Utility (CITY) grants this permit to the above named licensed septage hauler (HAULER) permitting said HAULER to dispose of septic/holding tank wastes at the City of Merrill Wastewater Treatment Facility pursuant to the following terms and conditions:

1. The CITY will permit the HAULER to discharge septage on a controlled basis into the sewerage system operated by the CITY. Said discharge shall be at the time, place, and upon such conditions designated by the Wastewater Head Operator. In addition, the HAULER understands that the City Engineer may suspend or terminate this permit at any time.

2. The HAULER shall pay, **within 30 days of billing**, all costs billed by the CITY for discharges to the City of Merrill sewerage system. Charges will be based on estimated truck capacity for each discharge of holding tank waste. Any billing not paid within 30 days shall bear interest at a rate of 18% per annum and in addition thereto have the effect of immediately reviewing this permit thereby causing the possibility that the above named hauler(s) privilege to disposal of septic/holding tank wastes at the City of Merrill Wastewater Treatment Facility be terminated. If the HAULER shall bring his account current with the CITY, said HAULER may re-apply for a new permit. The costs billed to the HAULER shall include, but shall not be limited to, the charges to defray the additional expense of accepting

G:\2006\Angie\Septic Hauler Information 2006\Application for Septic Haulers.doc

Attachment: Oh Jay Service LLC application (3815 : Septic Hauler Request for Approval)

REQUEST TO INCLUDE ITEM ON AGENDA

Board or Committee: Water & Sewage Committee

Date of Meeting: Wednesday - 11/28/2018

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 2019

Date Requested: 11/14/2018

Attachment: Utility Service Fees 2019 (3817 : Consider 3% adjustment to Water & Sewage Service Fees for 2019)

City of Merrill - Water and Sewage Charges			DRAFT - 2018-11-14	
	2017	2018	2019	
Water Tap 3/4" (Includes Corp.)*	$109.50	$112.80	$116.20	$116.18
	3.0%	3.0%	3.0%	
Water Tap 1" (Includes Corp.)*	$133.50	$137.50	$141.65	$141.63
	3.0%	3.0%	3.0%	
Water Tap 1 1/2" (Includes Corp.)*	$410.10	$422.45	$435.15	$435.12
	3.0%	3.0%	3.0%	
Water Tap 2"*	$458.60	$472.45	$486.65	$486.62
	3.0%	3.0%	3.0%	
Flush Private Hydrant	$289.90	$298.60	$307.55	$307.56
	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)*	$133.40	$137.40	$141.50	$141.52
	3.0%	3.0%	3.0%	
Sewer Tap 6" (Includes Saddle)*	$149.95	$154.50	$159.15	$159.14
	3.0%	3.0%	3.0%	
Public Labor Charge	$40.90	$42.15	$43.40	$43.41
	3.0%	3.1%	3.0%	
Backhoe & Operator	$92.90	$95.70	$98.55	$98.57
	3.0%	3.0%	3.0%	
Thawing Machine (Including personnel - 2)	$99.80	$102.80	$105.90	$105.88
Outside normal hours - $15.00/hr.	3.0%	3.0%	3.0%	
for machine plus labor cost				
		$2,019.00		
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)	$173.40	$178.60	$183.95	$183.96
Outside normal hours - $52.00/hr.	3.0%	3.0%	3.0%	
for truck plus labor cost.				

Attachment: Utility Service Fees 2019 (3817 : Consider 3% adjustment to Water & Sewage Service Fees for 2019)

Reviewed by
Water Sewage Committee - 2018-11-28

Common Council - Adopted:

City of Merrill - Water and Sewage Charges			DRAFT - 2018-11-14	
	2017	2018	2019	
Laboratory Cost - Test Observation Wells	$2,251.27	$2,318.85	$2,388.50	$2,388.42
	3.0%	3.0%	3.0%	
B.O.D. Test	$34.50	$35.55	$36.60	$36.62
	3.1%	3.0%	3.0%	
Suspended Solids Test	$16.65	$17.15	$17.65	$17.66
	3.0%	3.0%	2.9%	
Total Solids Test	$16.65	$17.15	$17.65	$17.66
	3.0%	3.0%	2.9%	
PH Test	$11.74	$12.09	$12.45	$12.45
	3.0%	3.0%	3.0%	
C.O.D. Test	$27.05	$27.87	$28.70	$28.71
	3.0%	3.0%	3.0%	
Phosphorus Test	$33.27	$34.27	$35.30	$35.30
	3.0%	3.0%	3.0%	
Holding Tank Disposal	$9.27	$9.55	$9.85	$9.84
	3.0%	3.0%	3.1%	
Fixed Charge Per Load - Holding Tank	$10.76	$11.08	$11.40	$11.41
	3.0%	3.0%	2.9%	

Reviewed by
Water Sewage Committee - 2018-11-28

Common Council - Adopted:

Attachment: Utility Service Fees 2019 (3817 : Consider 3% adjustment to Water & Sewage Service Fees for 2019)

REQUEST TO INCLUDE ITEM ON AGENDA

Board or Committee: Water & Sewage Committee

Date of Meeting: Wednesday - 11/28/2018

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 potential additional Sewage Replacement Fund allocation:

In follow-up to Alderperson Rob Norton's request at the Committee of Whole budget meeting, 5he following spreadsheet details the fiscal status of the Sewer Replacement Fund as of 10/30/2018.

Since May 2018, the monthly allocation increased from $15,000 to $20,000. Interest income has also increased since mid-2018.

It is my understanding that some planned 2018 expenditures (such as Digester Mixer Replacement budgeted at $170,000) will not occur.

Suggestion:

Given solid 2018 fiscal experience, you might want to **consider another $100,000 allocation** into the Sewage Replacement Fund.

Date Requested: 11/14/2018

Attachment: Sewage Replacement - Fiscal 2018-10-30 (3818 : Sewage Replacement Fund Allocation)

City of Merrill - Sewer Replacement Fund

Balances as of 12/31/2017:

Financial Institution	Type of Account	GL Account #	Balance
River Valley Bank	Investment	63-11-2650	$1,035,485.52
Total in Sewer Replacement Fund			**$1,035,485.52**
Pending transfers to Utility Investment for following:			$0.00
Total Pending Reimbursements	$0.00		
	Balance (Adjusted)		**$1,035,485.52**

Cash Balance on 12/31/17 (Including pending City checking)		**$1,035,485.52**		
	63-11-2610 (CDs - River Valley)			
	63-11-2650 (Investment - River Valley)	$1,035,485.52		
Deposits - $15,000	January - April	$60,000.00		
Deposits - $20,000	May - October	$120,000.00		
Pending - $20,000	**November - December**	**$40,000.00**	**Planned**	
Deposits - Interest	Actual through October	$8,949.47		**Deposits/Int. $368,949.47**
Sale Proceeds	Old Vactor Truck	$140,000.00		

Reimbursements of Sewer Fund

CK Date	CK Number	Vendor	Amount
03/08/18	158630	Crane Engineering - New Abba	($21,432.00)
04/06/18	159046	Xylem Water Solutions - Kit	($2,484.00)
04/06/18	159020	LW Allen - SCADA @ WWT	($110,000.00)
04/24/18	159247	Envirotech Equipment - New Vactor	($341,197.00)

Reimbursements ($475,113.00)

$454,208.99

Balance **$929,321.99**

Attachment: Sewage Replacement - Fiscal 2018-10-30 (3818 : Sewage Replacement Fund Allocation)

Compliance Maintenance Annual Report

Merrill City Of

Last Updated: 6/18/2018 Reporting For: **2017**

DNR Response to Resolution or Owner's Statement

Name of Governing Body or Owner: City of Merrill

Date of Resolution or Action Taken: 6/12/2018

Resolution Number: 2568

Date of Submittal: 6/18/2018

ACTIONS SET FORTH BY THE GOVERNING BODY OR OWNER RELATING TO SPECIFIC CMAR SECTIONS (Optional for grade A or B. Required for grade C, D, or F):

Influent Flow and Loadings: Grade = A

Permittee Response:

DNR Response:

Effluent Quality: BOD: Grade = A

Permittee Response:

DNR Response:

Effluent Quality: TSS: Grade = A

Permittee Response:

DNR Response:

Effluent Quality: Phosphorus: Grade = A

Permittee Response:

DNR Response:

While not a part of this years CMAR, I appreciate the update regarding the on-going phosphorus piloting efforts to improve upon biological phosphorus removal. It was indicated the anoxic/anaerobic zone would be expanded and improved upon to eliminate extraneous DO from this zone. In addition, plugging feeder lines to specific DO diffusers would be done to accomplish mixing but also further controlling DO and trying a step aeration approach. Also with modifications LW Allen recently installed, it was indicated the facility is now able to cut back on RAS rates to further facilitate accomplishing bio-p removal goals. As discussed I'm considering these efforts as indicated a continuation of the Bio-P piloting effort. If successful, then this may be considered part of a long term solution towards bio-p removal.

In addition as you're aware, from the perspective of the longer term, the TMDL study is going forward and it's likely Merrill will be affected by the TMDL once in place. The public comment period is currently open on the TMDL study and comments will be accepted through September 19th, 2018.

Biosolids Quality and Management: Grade = A

Compliance Maintenance Annual Report

Merrill City Of

Last Updated: 6/18/2018 Reporting For: **2017**

Permittee Response:

DNR Response:

Staffing: Grade = A

Permittee Response:

DNR Response:

Operator Certification: Grade = A

Permittee Response:

DNR Response:

Regarding the City and the need for future certifications, NR 114.57(5) of the Wisconsin Administrative Code requires a sanitary sewage collection system (subclass SS) certification to be obtained following study guide development which is currently underway. Once the study guide is developed, collection system operators will have a permit term of 5 years to obtain the sanitary sewer collection system certification.

Financial Management: Grade = A

Permittee Response:

DNR Response:

Thank you for the section comments. I noted from question 3.3.1 of this section, based upon the percentage of mechanical equipment asset procedure, the replacement fund is approximate 15% under funded.

In this regard, I want to refer to a standard requirement of all WPDES permits, including the City of Merrill's. That is, in section 6.2.8 of the current WPDES permit pertaining to operation and maintenance it indicates proper operation and maintenance includes "...adequate funding...".

Collection Systems: Grade = A

(Regardless of grade, response required for Collection Systems if SSOs were reported)

Permittee Response:

DNR Response:

Now that the CMOM program has been implemented, I encourage the City to at least on an annual basis actively utilize it in identifying and carrying out goals to manage the collection system. As you're aware it doesn't serve its intended purpose if it's viewed as a manual sitting on a shelf somewhere. The idea is for it to be dynamic, be improved upon and updated as needed. Goals should be specific,measurable quantitatively, realistic and achievable and changed as necessary year to year. Broad goals certainly are good, but often are not specific enough to really measure how or whether or not they're met. The desired outcome obviously is to have the operation, maintenance and management of the system to be an efficient and highly functioning system the community should and perhaps does appreciate.

ACTIONS SET FORTH BY THE GOVERNING BODY OR OWNER RELATING TO THE OVERALL GRADE POINT AVERAGE AND ANY GENERAL COMMENTS

(Optional for G.P.A. greater than or equal to 3.00, required for G.P.A. less than 3.00)

G.P.A. = 4

Compliance Maintenance Annual Report

Merrill City Of

Last Updated: 6/18/2018 Reporting For: **2017**

Permittee Response:

DNR G.P.A. Response:

DNR CMAR Overall Response:

Thank you for submittal of the annual CMAR. I've completed my review and made comments above for the City's consideration pertaining to specific sections. Please review my comments and if you'd like to discuss any further don't hesitate to contact me.

Also stay tuned to developments with respect to the Wisconsin River phosphorus TMDL study as it's likely the City of Merrill will be affected. The status of the study is it is currently out for public comment. Comments will be accepted through September 19th, 2018.

Also as you're aware, we are working on reissuance of the City's current permit. One issue is the City will need a Hg variance. This process involves pulling together documentation justifying the approval of the variance first by the Department and then ultimately by US EPA prior to permit reissuance. I point this out simply to notify you we may need additional documentation and discussion to support the variance approval.

Finally, as always, thanks to all of the City of Merrill's involved personnel and the City for it's commitment towards clean water.

DNR Reviewer: Ohm, Steven **Phone:** (715) 365-8939
Address: 107 Sutliff Avenue, Rhinelander, WI 54501 **Date:** 8/31/2018

November 15, 2018

TO: Water & Sewage Committee

FROM: Gabe Steinagel, Utility Manager

RE: Operations Report

Water & Sewer Operations & Water Recycling Operations aka Wastewater Operations

- Strand has been doing some preliminary work for potential new water tower.
- HydroKlean has completed most of the rehab work on manholes; they will be back in the spring to finish a couple manholes.
- Cleaning & inspection of the digesters has been completed.
- Routine maintenance continues at both the wastewater treatment plant as well as the utility warehouse.
- Have received approval to reduce the VOC monitoring at the landfill.

Respectfully submitted,

Gabe Steinagel
Utility Manager

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Attachment: Operations Report (3820 : Operations Report)