

Village of Bellaire

PUBLIC WORKS COMMITTEE

Eldon McPherson, Chairman

Patricia Drollinger

Dave Ciganick

COMMITTEE MEETING MINUTES

April 9, 2015

1. **Call to Order:** Chairman McPherson called the meeting to order at 11:00 a.m.

Attendance

Present: Chairman McPherson, Trustee Drollinger, Trustee Ciganick

Absent: None.

Staff Present: Lori Luckett, Clerk; Ken Stead, DPW Supervisor and Chris Thompson, WWTP

Also Present: None.

2. **Approval of Agenda:** The agenda was approved as written.
Motion by Trustee Ciganick, seconded by Trustee Drollinger, to approve the agenda as presented. Motion carried by voice vote.
3. **Approval of the March 11, 2015 Meeting Minutes:** The minutes were approved.
Motion by Trustee Drollinger, seconded by Trustee Ciganick, to approve the minutes of March 11, 2015 as presented. Motion carried by voice vote.
4. **Public Comment on Agenda Items:** None presented.
5. **Old Business:** It was noted that the letter about issues with the grinder pump has been mailed to Meadow Brook . Chris Thompson reported he has noticed that there has been a decrease in infiltration from Meadow Brook.
6. **New Business**

a) Language Clarification Request: The committee reviewed the request from Village Council President, David Schulz, for clarification of language in the March 11, 2015 minutes. There was brief discussion. The committee noted that clearly what President Schulz does, he does to the best of his ability. The reference was intended to note that President Schulz is a zealous advocate for Meadow Brook, not to suggest that he has acted inappropriately.

b) MDEQ testing requirements: Chris Thompson reported that the MDEQ and EPA have mandated additional testing requirements for operation of the waste water treatment plant (WWTP). In the past he has tested for suspended solids. He is now required to check oxygen levels in the pond and has the equipment to do so. Increasing the aeration in the pond reduces the smell from the pond. Additionally, Thompson will be testing for nitrogen. This testing will require a meter, probe and distillation unit. Lastly, he will have to test for fecal coliform five days a week. According to Thompson, the swamp, as a wetland, is considered a body of water of the state which could be accessed by people for recreational purposes. The swamp is

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fenced on two sides and posted with “No Trespassing” signs however, people have gone back there to hunt. With this testing, there will have to be a means of disinfecting prior to discharge. Thompson reviewed the three options for disinfection. The first is “cell isolation” where no material is taken into the cell for two weeks. The village currently has three cells. Testing could determine this to be a viable method. Thompson cautioned that the cell could be contaminated by water fowl which would cause increased levels of fecal coliform. The second option is chlorination. Measured amounts of chlorine would be added to disinfect. Prior to any discharge the water would have to be de-chlorinated. This is an expensive option. The chemicals are dangerous to handle and corrosive to buildings and equipment. The third option is ultra-violet disinfection. While the initial investment is more expensive, the process is safer and requires less contact time. After disinfection, the water is tested. If cell isolation works, no additional disinfecting process will be required. The preliminary testing will show bacteria levels. The new testing and reporting requirements begin June 1, 2015. By October 1, 2015 the village will have to have a preliminary engineering report and basis of design for facility. By October 1, 2016 final plans and specifications for the facility will have to be submitted. Construction, according to the approved plans must be commenced by October 1, 2017 and completed by October 1, 2018. The project and ability to achieve final effluent limits must be completed by September 1, 2019. Thompson noted that there are exceptions to exceed limits, but only for a limited period. Thompson explained the testing sample process and requirements. The cost for the required equipment and supplies is approximately \$8,500.00. Thompson noted that the testing and reading will span six days. Currently, Thompson is the only employee licensed to perform the job. Testing will occur when the WWTP is in operation. The plant runs April, May and June, closes in July and reopens in August. Testing is required for discharge. If Thompson is unavailable, the village will have to hire an engineering firm. The village system requires a “C” license. The committee discussed training another employee to operate the WWTP as a backup. Trustee Ciganick thought it important to gather information about the cost of training an operator versus of cost of hiring an engineering firm. Supervisor Stead provided anecdotal information that it cost a municipality \$60 an hour, two hours daily to test its system. This cost did not include the maintenance of the system. All agreed that it could be very expensive. After discussion that the testing equipment and supplies were not included in the current fiscal budget, a motion was made to recommend to the village council that the budget be amended to purchase the initial testing equipment and supplies.

Motion by Trustee Drollinger, seconded by Trustee Ciganick, to recommend to village council that it amend the budget to purchase the initial testing equipment and supplies to be in compliance with the MDEQ directive by June 1, 2015. Motion carried by voice vote.

There was discussion about a recommendation to begin putting money aside to train

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another DPW employee to operate the WWTP. Supervisor Stead suggested to the committee that a rate study by done by Mike Ingalls, likely in October or November be done prior to a recommendation. Monies for training and licensing have to be generated by the sewer fund. Consequently, it was thought best to wait until the rate study was completed before a recommendation was made. Trustee Ciganick asked what amount would have to be put aside to train someone by 2019. Thompson explained that each license level requires 2000 hours of training. There would be 6000 man hours in apprenticeship training to obtain a “C” license for operation of the system. Due to the testing requirements more labor will be involved. There was discussion about flex time i.e. Thompson taking one-half day off during the week to account for the weekend hours; “comp” time and overtime. Supervisor Stead thought that the hours worked to comply with the testing should be left to the employee. Thompson will likely be working overtime to read on the weekends and to comply with the requirements. After further discussion the committee thought that pending the results of the rate study, the village should put together a contingency plan to cover WWTP operations. This plan may include training an employee or hiring an independent firm.

Motion by Chairman McPherson, seconded by Trustee Drollinger, to recommend to village council, that it put together a contingency plan for coverage of WWTP operations, whether hiring or training another employee or hiring an independent firm. Motion carried by unanimous voice vote.

7. **Discussion Items** – None.
8. **Communications/Informational:** None.
9. **Member/Public Comment:** Trustee Ciganick asked Supervisor Stead whether he held any credentials that no one else holds. Supervisor Stead indicated that he was a water license. He noted that Aaron Kirt and Al Odom also hold water licenses.
10. **Adjournment: Meeting adjourned at 11:55 a.m.**

Minutes compiled by Lori Lockett, Clerk
Minutes are subject to approval.

Approved: _____
Eldon McPherson, Chairman

Date: _____