

Village of Bellaire

PUBLIC WORKS COMMITTEE

Eldon McPherson, Chairman

Patricia Drollinger

Dave Ciganick

COMMITTEE MEETING MINUTES November 30, 2015

1. **Call to Order:** Chairman McPherson called the meeting to order at 8:07 a.m.

Attendance

Present: Chairman McPherson, Trustee Ciganick and Trustee Drollinger

Absent: None.

Staff Present: Lori Luckett, Clerk; 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 April 9, 2015 Meeting Minutes:** The minutes were approved.

Motion by Trustee Ciganick, seconded by Trustee Drollinger, to approve the minutes of the April 9, 2015 meeting as presented. Motion carried by voice vote.

4. **Public Comment on Agenda Items:** None presented.

5. **Old Business**

Meadowbrook Meter – The committee reviewed Village costs for maintenance of the temporary meter at Meadowbrook and the quote from Fleis & Vandenbrink for the installation of a permanent meter. Chris Thompson reported that the original estimate included in the 2015-2016 budget was \$15,000 plus an amount for engineering fees. The actual quote came is higher than the estimate. Thompson is recommending Option 2, a complete cast on-site replacement of what is currently being used would cost \$20,000. Option 1 is a prepackaged metering manhole made of composite fiberglass would cost \$40,000. Trustee Drollinger asked if the temporary meter was reading the same as the water meter. Thompson indicated that it was close. He added that the cleaning and unclogging of the temporary meter is important. Trustee Ciganick asked how the installation of a new permanent meter compared to the current costs to the Village of maintaining a temporary meter? Thompson informed the committee that once installed, the permanent meter would be read like the water meter; staff would only have to write down a number. Thompson said that Option 2 is a very acceptable option. It will not require much maintenance; maybe checking once a month. The cost quote includes installation; the engineering fees are an additional \$4500. Trustee Ciganick asked if any other customers had to pay for a meter like this. Thompson indicated that customers pay for irrigation meters; he added that any time the Village changes out a meter, the Village pays for it. Trustee Drollinger stated that the Meadowbrook system is not the usual system. Thompson said that he had considered just relying on the water meter read; however given the age of their drain lines he thought a permanent meter was best. Trustee Ciganick asked if he know what other communities had done. Thompson added that he has heard of communities charging industrial users based on the wastewater. It costs the Village over \$1,600.00 a year to monitor the temporary meter. There was discussion of possible cost sharing. Trustee Ciganick stated that \$2,500 plus \$15,000 for the meter

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was in the current budget. He then made a motion to recommend to village council Option 2 in regards to the discharge meter being replaced.

Motion by Trustee Ciganick, seconded by Trustee Drollinger, to recommend to the village council Option 2 in regards to the discharge meter being replaced at Meadowbrook Medical Care Facility. Motion carried by voice vote.

Trustee Drollinger then made a motion to recommend to village council that it request that Meadowbrook pay for the engineering costs. According to Trustee Drollinger the Village has spent a lot of time on this issue; the Village is taking care of a problem they created. Chairman McPherson noted that the Village has incurred additional labor costs; replacement of the meter could save Meadowbrook fees in the long run. Committee members agreed that Meadowbrook should be asked to pay for the engineering costs with the Village paying for the meter.

Motion by Trustee Drollinger, seconded by Trustee Ciganick, to recommend to the village council that it request that Meadowbrook pay for the engineering costs. Motion carried by voice vote.

Thompson asked whether this request would cause a delay in the process. Trustee Drollinger indicated that her intent was to seek reimbursement from Meadowbrook for the engineering costs, not to delay the process of the meter installation.

6. New Business

a) 2016-2017 Budget Items: Luckett reported that she is currently waiting for an estimate from Fleis & Vandenbrink for the contingency plan costs. Chairman McPherson asked Thompson about the new testing requirements. Thompson reported that all was going well. The committee reviewed the expense line items. Trustee Drollinger asked about the overrun in the sewer maintenance line item. Thompson explained that it was due to sewer pumps being rebuilt. According to Thompson the Harbor Street lift station is an older system; the Village will have to look at a new system being installed within the next two years. Thompson indicated that he would be getting cost figures together. Committee members asked about the repairs and maintenance at the wastewater treatment plant. Thompson reported on the status of the repairs completed and those to be finished in December. When asked about the boiler, Thompson noted that it had passed its current inspection.

Thompson indicated that the biggest expense in the foreseeable future is the sludge removal from the lagoons. Thompson reported that in 2008 it cost \$150,000 to remove the sludge in the deepest part of the lagoon. Thompson stated that the engineers were out to do their "sludge judging" and they will have information on the cubic feet of sludge in the lagoons. In addition to sludge removal, the curtain will have to be replaced at a cost of approximately \$15,000. According to Thompson, sludge will likely have to be removed in 2017. Members wondered with the amount of \$16,000 in the current budget, where will the extra revenue come from?

Trustee Ciganick left the meeting to ask Treasurer Odom the amount currently set aside.

Trustee Drollinger asked Luckett if there are grants available. Luckett indicated that she would check with Fleis & Vandenbrink to see if there are grants available for sludge removal.

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When Trustee Ciganick returned to the meeting, he reported that the current balance in the sewer sludge fund is \$179,590.00. Committee members discussed recommending that a larger amount, \$25,000 to \$40,000, should be set aside. Trustee Drollinger noted that the sewer sludge fund account is interest bearing.

Committee members reviewed expense amounts as budgeted compared to actual amounts expended as of October 31.

After further discussion the committee decided that it should meet again in a couple of weeks in order to afford Thompson an opportunity to gather amounts for the 2016-2017 budget. The committee agreed to meet on Monday, December 14, at 8:00 a.m.

- 7. Discussion Items:** Trustee Ciganick asked Thompson to clarify a statement in the April 9, 2015 minutes that read, "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." Thompson explained that it was the state's justification for requiring the fecal testing. Thompson said that the state views the swampland as being contiguous to a lake; because it continues to a public body of water, the state requires fecal testing. The swamp is posted per permitting requirements and is fenced on two sides. Chairman McPherson asked for a tour of the wastewater treatment plant. Luckett reminded the committee that if two members were present there would be a quorum and notice would have to be posted. The members agreed to review respective schedules to tour the treatment plant.
- 8. Communications/Informational:** None presented.
- 9. Member/Public Comment:** None presented.
- 10. Adjournment: Meeting adjourned at 9:02 a.m.**

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

Approved: _____
Eldon McPherson, Chairman

Date: _____