

**BOARD OF PUBLIC WORKS ADVISORY MEETING**  
**February 11, 2020**

MEMBERS: Chairman - Todd Swanson, John Poshka, Troy Winkleman, Steve Rudnicki, Dennis Lutes, Jim Simpson

OTHERS: Andrew Thompson

MINUTES: **A motion to approve the minutes to the 10 December 2019 meeting was made by Troy Winkleman and seconded by John Poshka. The motion was passed unanimously.**

OLD BUSINESS:

Andrew Thompson provided an update of the numerous projects and activities of the Village DPW departments. He summarized the status of the construction contracts at the WPCF and for the Water Department. Andrew noted that STC would be back in early spring to complete work on the digesters. Use of the septage receiving station is dependent on this work. Gerwitz and McNeil also has electrical work to complete for the digesters and also training for the emergency generator. H&K has a few punchlist items to complete at the Water Treatment Plant. Wendel, the A&E for the WPCF still needs to complete the overall O&M manual for the WPCF. Andrew will get a timeframe for the O&M manual.

Andrew noted that the Asset Management program for the WPCF and Sewer Dept. was working well. He pulled up the screen on the computer to show how tasked are identified. The biggest challenge is getting all of the staff comfortable with the software. The next Department to start using would be the Electric Dept.

Andrew updated the status of work of the MRB Group. He noted that the new electric line out West along Rte. 5, Shorehaven to Walker Rd., will have bid opening on 27 Feb. Work on the preliminary design for the waterline from the Minton reservoir and for the pump house is ongoing. Pump selection/sizing of the pump(s) and pipe size will be done to meet full flow capacity of the new filters. Andrew indicated that a May advertisement and bid opening was the target. MRB has the preliminary design for a garage at the Water Treatment Plant complete. They still need to provide an estimate for the work.

The improvements for the parking lot off Clinton St. would start as soon weather permits.

Andrew was reminded to send out the Clark/Patterson/Lee study report. The report will be used as a basis for getting grant funding for the project. **I could not open the report file?**

Steve Rudnicki and Dennis Lutes provided a summary of their trip to Arcade to review that communities experience/lessons learned from fire damaged garage and their new facility. Steve will generate a summary report and distribute to the members and Andrew.

Andrew noted that he was moving forward with getting work on the Findley Rd. interconnect replaced. He has contacted TRC, a firm recommended by John Tucker, for a proposal to do design work. A site visit is scheduled for the 19<sup>th</sup>.

#### REVIEW OF DEPARTMENT HEADS:

Public Works – Andrew advised seasonal work ongoing.

Electric Dept. – Andrew noted that there was a voltage problem out Westfield/Sherman Rd. and Parker Rd. John Tucker was in to assist in resolving issue.

Water Dept. – normal operations. Andrew noted that valve Mfr., Ross Valve felt the wrong valves were installed for PRV and would review with engineer.

Sewer Dept. – normal operations.

#### NEW BUSINESS/OPEN DISCUSSION:

Andrew commented on the new Hydropower contract. He stated that there would not be an increase in rates at this time.

The subject of the 2020 budget and staffing was raised. Andrew noted that he was working with MRB to develop a 5 year plan.

**John Poshka made the motion to adjourn, seconded by Steve Rudnicki and unanimously passed.**

The next Advisory Board meeting was scheduled for 10 March 2020 at 6:30. It meeting will be held at the Electric Building.