



CITY OF QUINCY

Department of Utilities & Engineering

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A G E N D A

Water Committee - Department of Utilities & Engineering
City Hall – Engineering Department Conference Room #235
Thursday, June 7, 2018
4:00 P.M.

1. Approval of minutes of the May 3, 2018 meeting
2. Public Comment (3 minute limit)
3. Old Business
 - Water Loss
 - Pretreatment Program Update
4. New Business
 - Ground Water Supply
 - Dump Truck Purchase
 - Customer Service Department Counter Replacement
 - Sewer Connection Fees Ordinance
 - Sludge Disposal
 - South Quincy Lift Station Engineering Fees
 - Waste Water Treatment Plant Report
 - Approval of Bills in Excess of Normal Spending Limitations
 - Monthly Financial Report
 - Late Additions
5. Adjournment



Utilities Committee
Meeting Minutes
May 3, 2018

The monthly meeting of the Utilities Committee was held at 4:00 p.m. on Thursday, May 3, 2018 in City Hall Conference Room #235. Members present were Alderman Dave Bauer, Alderman Paul Havermale, Dan Cook and Jacob Venvertloh. Director of Utilities & Engineering Jeffrey Conte, Director of Administrative Services Skip Bright, Assistant Corporation Counsel Bruce Alford, Lori Oliver and Theresa Alford were also present. Alderman Bauer called the meeting to order at 4:00 p.m.

Approval of Minutes

Commissioner Cook, seconded by Alderman Havermale, moved to approve the minutes of the April 5, 2018 meeting as distributed.

Public Comment

No one was present for comments.

Old Business

Water Loss

Water loss of treated water pumped into the distribution system for the period of May 1, 2017 through April 30, 2018 was approximately 34%. A large consumer leak was recently repaired at ADM Animal Nutrition, however Sears has not responded to the City's notification as of this time. Another large leak has been found at the base of the Wisman Standpipe. City crews are attempting to make a temporary repair to stop water flow until a permanent repair can be made.

Water Infrastructure Materials Bid Review

The City will not seek new bids for these materials at this time. Recently imposed tariffs on steel and aluminum have resulted in unstable prices and a lack of interest from potential bidders.

Old Business

Emergency Watermain Repair

The City recently found a leak between the City's watermain and consumer's shutoff valve on a 1" line that services The Dock on Bonansinga Drive. This is the third leak on this line in the past two years. Instead of patching the defective line, the City opted to hire Rees Construction and install a new 6" watermain along the west side of Bonansinga Drive. This will also allow the Dock to install a fire protection system which is required by City Code.

Emergency Repair Waste Water Treatment Plant

There has been another major failure in the aeration system at the Waste Water Treatment Plant. A large section of piping has sheared off and the piping cannot be repaired. Temporary repairs have been made but the system remains in poor condition.

Data Processing, Printing and Mailing Services RFP

The City has been approached by a firm that offers data processing, printing and mailing services for utility bills. The data would be transferred through digital files, bills printed and mailed to customers. The price quoted for these services is less than the City's equivalent costs. The Department would like to do a Request for Proposals to determine the cost effectiveness of this service.

Action: Proceed with Request for Proposal.

Motion: Cook Second: Havermale Motion Carried

*Alderman Bauer voted no on the motion.

Waste Water Treatment Plant Report

The monthly report of the Waste Water Treatment Plant was presented to the Committee. A permanent operations manager has not been hired to date.

Approval of Bills

Conte presented the invoices in excess of the normal \$3,000 spending limitation and requested they be processed in the usual manner.

Action: Approved payment of all bills exceeding \$3,000 and send to City Council with Committee recommendation.

Motion: Havermale Second: Cook Motion Carried

Action: Approved quote from Four Points Land Surveying for surveying services on Hampshire Street, 12th to 14th and 16th to 18th Streets.

Motion: Havermale Second: Cook Motion Carried

Action: Approved request to purchase two portable generators from Outdoor Power for the Sewer Department.

Motion: Havermale Second: Cook Motion Carried

Monthly Financial Reports

Conte presented and discussed the monthly and fiscal year-end financials.

Committee Comments

Alderman Bauer questioned the administration on the recent sale of equipment.

Adjournment

With no further items to discuss, the meeting was adjourned.

Motion: Havermale

Second: Venvertloh

Motion Carried

Respectfully submitted,

Jeffrey Conte, P.E.

Director of Utilities & Engineering

May 7, 2018