

Thursday, July 27, 2023

**MINUTES OF THE MEETING OF THE BROWN DEER WATER UTILITY
HELD AT THE BROWN DEER PUBLIC WORKS FACILITY – 8950 N ARBON DR**

The meeting was called to order at 5:30 pm.

I. Roll Call

<u>Commissioner</u>	<u>Present</u>	<u>Absent</u>
Gerald Anderson - President	X	
Ken Harmon - Secretary		X
Zach Beanland	X	
Gloria Robertson		X
Christy Poniewaz	X	
	3	2
Also Present: City Water Staff		
Tom Nennig, Utility Superintendent		

II. Persons Desiring to be Heard - none

III. Consideration of Minutes

A) May 9, 2023, Commission Meeting

No discussion on minutes from May 9, 2023 meeting

Commissioner Poniewaz moved to ratify the minutes from the May 9, 2023, Commission Meeting as previously distributed. Commissioner Beanland seconded the motion. **Motion passed.**

IV. Old Business: None

V. New Business:

A) Approval of 2024-2028 Capital Improvement Plan

Superintendent Nennig presented the proposed 5-year CIP. Highlights of the plan include:

- Annual water main replacement project
- Annual meter and radio equipment replacements
- New Pick-up truck in 2024 and 2026

Superintendent Nennig reviewed annual water main replacement projects including two locations that were not previously identified in last year's CIP:

- Potential relay of water main on 51st Street as part of the WI DOT's bridge replacement project over Beaver Creek
- Relay of water main along Sherman Blvd in 2026 due to the proposed Milwaukee County reconstruction project of Sherman Blvd.

Commissioners discussed the proposed projects and verified the coordination with

Village DPW for project repaving and restoration. Commissioners agreed with the overall capital cost of the relay of just under \$1.4 million.

Superintendent Nennig discussed the need to replacement the 2010 pick-up truck in early 2024 and the increases in capital costs for meter, radio, hydrant, and valve replacements due to the increased cost of materials and labor

Commissioner Beanland moved to approve the 2024-2028 Capital Improvement Plan as presented. Commissioner Poniewaz seconded the motion. **Motion passed.**

B) Pressure Reducing Valve Contract Award

Superintendent Nennig reviewed the public bids that were received for removing a booster pump at the 60th St. station and installing a pressure reducing valve (PRV). The PRV will reduce the incoming pressure from Milwaukee Water Works to sustain normal system pressure in the Village. The PRV will be installed prior to taking the storage facility off-line for painting. Three qualifying bids were received, and the bid tab is included in the commission packet. Mid-City Corporation was the low bidder at \$23,900. The bid package also included an alternate bid to remove and abandon the additional two booster pumps that are in the 60th St. station. Mid-City Corporation was also the low bidder at \$10,200.

Superintendent Nennig reviewed the Capital Fund Accounts to show the Utility has enough money in the accounts to pay for the proposed project and include the alternate bid to remove all of the booster pumps at 60th St.

Commissioner Poniewaz moved to accept the low bid of \$23,900.00 from Mid-City Corporation for installation of the PRV and the bid alternative to abandon the additional two booster pumps at the 60th St station. Commissioner Beanland seconded the motion. **Motion passed.**

C) Standpipe Painting Project Contract Award

Superintendent Nennig reviewed the public bids that were received for the painting of the standpipe. The worked included a pressure cleaning, recoat of the exterior and interior (above the water line), replacement of the vent and modifications to the overflow piping. Dixon Engineering completed the painting specifications and qualified all potential bidders. Seven bids were received from pre-qualified contractors. Fedewa, Inc. from Michigan was the low bidder at \$304,799.00.

Commissioners discussed the wide range of bids from the seven contractors. Based on discussions with Dixon Engineering all of the bidders had a very good standing with Dixon and it was Dixon's opinion some were just submitting a number without looking at the job while others like Fedewa came to visit the site and submitted an legitimate bid. Dixon did submit a letter of recommendation for contract award based on Dixon's history of inspecting tower painting projects that Fedewa completed.

Superintendent Nennig reviewed the Capital Fund Accounts to show the Utility has enough money in Utility accounts to pay for the proposed project.

Commissioner Anderson moved to accept the bid from Fedewa, Inc. for the amount of \$304,799 to complete the standpipe painting project. Commissioner Beanland seconded

the motion. **Motion passed.**

D) **Dixon Engineering Contract Award**

Superintendent Nennig reviewed contract from Dixon Engineering to inspect the repainting of the water storage facility. Dixon is the Utility's storage facility engineer for painting and 5-year inspections on the storage facility. The inspection contract includes construction management services, site visits to ensure the contractor is meeting the requirements for abrasion cleaning, spot welding repairs, priming, painting and installation of a mixer in the storage facility. The contract includes conducting a one-year warranty inspection. The cost for items presented in the inspection contract is \$59,050.

Commissioners discussed the ability of staff to complete the inspection work. Superintendent Nennig explained staff will complete daily inspection of the project and call Dixon when specialty inspections are required. The tank is a very critical piece of the Utility's infrastructure that should be inspected by specialists in the tank coating field especially for items such as welding inspections and paint adhesion testing. Dixon's cost includes a one-year warranty inspection and follow to complete and deficient items.

Superintendent Nennig reviewed the Capital Fund Accounts to show the Utility has enough money in Utility accounts to pay for Dixon's contract.

Commissioner Anderson moved to accept the contract from Dixon Engineering for the amount of \$59,050 to perform inspection services for the repainting of the storage facility. Commissioner Poniewaz seconded the motion. **Motion passed.**

A) **Simplified Rate Case Filing**

Superintendent Nennig reviewed the proposed simplified rate case application with the commission. This is the second year of a five-year program to annual increase water rates and improve the annual rate of return for the Utility. In 2022, the Utility implemented a 4.5% rate increase. For 2023 the simplified rate case includes an 8% rate increase to accommodate the recent increase in the consumer price index. The rate new rates would be implemented in December of 2023.

Commissioners discussed the strategy to continue the annual increases for the five-year period to meet the PSC benchmark of 6.1%.

Commissioner Beanland moved to approve the proposed Simplified Rate Case application to be implemented starting in the first quarter of 2024. Commissioner Poniewaz seconded the motion. **Motion passed.**

VI. Staff Report

A) **Water Quality Summary**

Superintendent Nennig reviewed the weekly water quality testing results on the 2023 tower painting project. Average chlorine residuals have been declining as water temperature increase but are above the target residual of 0.5 ppm.

B) **Summer Operations**

Superintendent Nennig informed the commissioners filed staff completed the uni-directional flushing program for 2023 and have been working on the annual valve exercising program.

The Utility has experienced a slight increase in summertime main breaks. To date the Utility has experienced 4 main breaks from May-July. Typically, the Utility has one or two breaks during the summer months.

Office staff have successfully implemented a new on-line bill presentment and payment portal for customers. To date approximately 18% of customers are signed up for paperless billing.

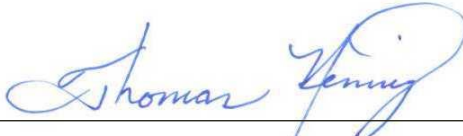
VII. **Treasurer's Report**

- A) Commission reviewed the monthly voucher reports from April 2023 through June 2023 for approval.

Commissioner Beanland moved to approve the Voucher reports for April 2023 through June 2023. Commissioner Poniewaz seconded the motion. **Motion passed.**

VIII. **Adjournment**

Motion: Commissioner Anderson moved to adjourn the meeting. Commissioner Poniewaz seconded the motion. **Motion Passed.** Meeting was adjourned at 6:03 pm.



Thomas Nennig, Water Superintendent