



**TWO  
RIVERS**  
WISCONSIN

# PUBLIC UTILITIES COMMITTEE MEETING

Tuesday, February 6, 2023 at 5:00 PM

Committee Room - City Hall, 3rd Floor 1717  
E. Park Street, Two Rivers, WI 54241

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## MINUTES

1. **CALL TO ORDER** at 5:00 pm
2. **ROLL CALL**  
Committee Members: Darla LeClair, Tim Petri, Jason Ring – All present  
Staff present: Matthew Heckenlaible, Scott Ahl, Brian Delleman, Dave Casebeer
3. **REVIEW AND APPROVAL OF MINUTES**  
Minutes from the January 3, 2023 Public Utilities Committee Meeting  
A motion was made by Tim Petri and seconded by Jason Ring to approve the minutes – motion passed.
4. **PUBLIC INPUT** - None
5. **2023 CONSTRUCTION PROJECTS**
  - A. Lincoln Street from 17th Street to 22nd Street – P.I.M. – Public Information Meeting was held January 25, 2023, from 5:30 o 7:00 pm in Council Chambers. There was good attendance. An overview of the project was provided and then opened the floor up for questions related to the scope of the project and funding of the project. Overall, the majority in attendance were in favor of the project. Project will be bid, February 14, 2023 and brought forward to City Council in early March for an assessment Public Hearing.
  - B. Possible lateral replacement (various locations) – Still have excess 2022 funds available until the end of March, 2023. The funding for the 2023 laterals and services is somewhat cloudy in that funds would not be awarded until late summer early fall at the earliest after projects are bid and partially or fully completed. There has been some high level discussions about the possibility of utilizing ARPA funds.
6. **WASTEWATER UTILITY: UPDATES AND ACTION**
  - A. Sludge screw press project up-date: Contractor mobilized in on January 31, 20223, and commenced with some demolition of piping and electrical and coring new holes for the new screw press. New electrical items are to commence the week of February 13, 2023. The new screw press is in storage in Washington awaiting delivery to the job site when required. The old screw press is anticipated to be removed in mid-March with the installation of the new screw press to immediate follow. The existing belt press will be exercised on a monthly basis if there was a need to take the new screw press off line for any significant amount of time.
  - B. Discussion with Riverside Foods – Over the past several years there has been an increase in Suspended Solids and BOD levels observed at the wastewater plant. By observing the waste stream at the plant in within the sewer collection system a large source has been tracked down to Riverside Foods. This subject has been discussed between Riverside Foods and City staff in the past, January 2022, until January 31, 2023. Over the past year, there has been significant

staff turnover at Riverside Foods and because there hasn't been any follow-up as to the conditions of the waste stream by the City, Riverside Foods thought that the modifications to their clean-up process fixed the problem. Unfortunately, the problem still exists and needs to be further addressed before the WDNR takes action on both the City and Riverside Foods for not properly dealing with elevated waste streams. Riverside Foods is going to review their processes and come to the wastewater plant to observe first hand what we are seeing there with regards to products clogging up our treatment system. We will keep lines of communication open and have monthly up-dates so that progress can be monitored.

- C. Sewer use credit policy – It has come to Director Heckenlaible's attention that there does not appear to be a formal policy in place as to how sanitary sewer credits are determined if there are situations where there is a private water leak after the water meter. A formal written request has been submitted that needs to be considered. Therefore, Director Heckenlaible will draft a policy and bring forward to a future meeting for review and comment.

## **7. ELECTRIC AND TELECOMMUNICATIONS UTILITIES: DIRECTOR UPDATES AND ACTION IF APPLICABLE**

- A. Substation transformer maintenance / repair for failed overpressure valve completed – Director Delleman informed the committee that at the 310 substation, there are three (3) transformers of which one (1) is taken off line and inspected on an annual basis. It was noted back in November that one of the overpressure valves had failed and required replacement. This was thought to be a quick fix but when the new overpressure valve arrived and was ready to be installed one of the cables was too short and as such also needed to be replaced. The cable finally arrived and all repairs to the transformer have been completed as of the week of January 30, 2023.
- B. Update on materials lead time – Director Delleman informed the committee that while attending a recent conference he participated in an education session on material lead times. He stated that transformer lead times can range from 52 to 198 weeks depending on the style and phase of the transformer. Utility wire and cables also have significant lead times ranging from 20 to 76 weeks again depending upon the type of wire or cable. He is thankful that we are part of a co-op and have good relationships with other utilities that can potentially supply one another in the event of an emergency. The strong message that Director Delleman wanted to convey is that if there is any type of proposed development, that the needs are conveyed to the Electric Utility as soon as possible to try and get the necessary materials in the que so that they arrive in a timely manner so as not to delay projects if and when possible.
- C. Implementation of backup cameras on Utility trucks for safety – Director Delleman hold bi-monthly safety meetings with his crews and it was recently noted that several of their larger pieces of equipment do not have back-up camera. They usually use a second individual as a spotter when backing up, but they suggested back-up cameras as another level of safety. They acquired a single camera for approximately \$250 and are mounting it on one of the larger trucks to run as a pilot program over the course of the next few months.
- D. High School Scholarship enrollment is now open – Director Delleman noted that applications can now be submitted for two (2) \$500 general education scholarships for any area high school or home schooled seniors. Parent or legal guardian or their place of business, must have an account with Two Rivers Utility to be eligible to apply.

## **8. WATER UTILITY: DIRECTOR UPDATE, DISCUSSION AND ACTION AS NEEDED**

- A. The water utility had experienced a significant water break on January 29. It was finally tracked down to the east side of the relatively new river/harbor crossing from Seagull Marina to Coast Guard Park (2015 installation). The break was on the southside of the river within the Seagull

Marina RV park area when staff observed a large quantity of water bubbling out of the ground. With the assistance of Mammoth Construction, the break was excavated down to so that a cause could be determined. The majority of the pipe installed in 2015 was HDPE which has the ability to expand and contract with significant temperature changes. This HDPE pipe was connected to some PVC piping where the watermain needed to change direction. It was at this connection that the failure occurred. New pipe and fittings were obtained. Necessary repairs and disinfection of the pipeline have been made and the river crossing went back into service on February 4, 2023. It should be noted that during this entire time, no Two Rivers customers were without water service.

**9. STORM WATER UTILITY: UPDATES AND ACTION AS NEEDED**

- A. WDNR – Annual MS4 report preparation for submission is underway and will be brought forward for Committee and Council action within March.
- B. TMDL – Engineering Staff listened in on a webinar on January 31, 2023 regarding the Draft Northeast Lakeshore TMDL report which was posted to the WDNR website that same day. Staff will need to review the Draft Report and if there are concerns will need to submit questions or comments to the WDNR during the public comment period which closes March 3, 2023.

**10. ANY OTHER ITEMS OR ISSUES TO COME BEFORE THE COMMITTEE, WITH DISCUSSION AND ACTION - None**

**11. SET DATE, TIME, LOCATION, AND AGENDA ITEMS FOR NEXT COMMITTEE MEETING**

Proposed for March 6, 2023, at 5:00 pm prior to the City Council meeting in Committee Room.

**12. ADJOURNMENT** A motion was made by Jason Ring and seconded by Tim Petri to adjourn – motion passed (5:48 pm)