

Public Works Commission Meeting  
Tuesday, November 12, 2024

Those present: Alders Board, Bartz, Smith and Wetzel, and Commissioner Thompson.  
Also present: Water Systems Manager Peter Hartz, Stormwater Project Manager Maureen McBroom, Public Works Director/Engineer Andrew Beyer, Ariana Schmidt from Ehlers, Katie Hassig from Applied Technology, and Zach Goodrow.

1. Call to Order – Meeting was called to order by Chair Steve Board at 5:30 p.m. with a quorum present.
2. Comments and suggestions from citizens present.  
None given.
3. Review & Approve Minutes
  - a. Public Works Minutes from October 22, 2024

***Motion by Smith supported by Wetzel to approve the minutes of the October 22, 2024, Public Works Commission. Motion carried.***

4. Business
  - a. Update, no action required, Stormwater Program

Stormwater Project Manager Maureen McBroom provided an update of six projects:

- i. Riverside Creek Management System
- ii. New Stormwater BMPs/Development Projects (5 total)
- iii. Watertown Waterways Improvement Program (WWIP) (Water Quality Trading). First practice completed for phosphorous reduction.
- iv. City-wide flood control plan.
- v. Wisconsin Emergency Management Pre-Disaster Flood Resilience Grant Opportunity.
- vi. Downtown Main Street reconstruction Project: Green Stormwater Infrastructure (added green infrastructure).

No action taken.

- b. Review and Take Possible Action: Summary of Phase 2 findings of water rate application prepared by Ehlers and submitted to PSC.  
Peter Hartz and Ariana Schmidt presented the findings of the water rate study. Discussed water rates per Public Service Commission. Based on PSC guidelines would expect rates to increase 16.22%, and average of \$72.67 average increase/resident/year.

***Motion by Bartz, supported by Thompson, to submit application to the PSC for test year 2025 at the benchmark ROR.***

***Motion carried unanimously.***

- c. Review and Discuss: Presentation of final Wastewater Facilities Plan Engineering Report by Applied Technologies.

Katie Hassig, P.E., Applied Technologies, presented the final Wastewater Facilities Plan.

The 20-year facility plan, as required by the DNR, would require no new structures, equipment replacement, and a phased approach.

- Near-term (two years), has an estimated total expense of \$9,098,000.
- Mid-term projects have an estimated expense of \$10,261,000.
- Long-term projects have an estimated expense of \$14,063,000.

No increase in rates is anticipated because of Near-Term projects. Total budget for the new 20-year plan is \$34,000,000.

Recommendation: Approve implementation of plan recommendations as presented in option(s).

- Option A – Do nothing.
- Option B – Approve breaking out immediate process needs using cash investments from the identified Near-Term improvements to include: Engineering design and construction related services for Influent screens, grit removal system, ultraviolet disinfection, and centrifuge controls following the schedule below:
  - Verify DNR review is not needed for the immediate equipment upgrades – November 2024
  - Begin Design – November 2024
  - Bidding – December 2025
  - Award of Contract – January 2025
  - Begin Construction – March 2025
  - Final Completion/Startup of Facilities – April 2026
- Option C – Approve the remaining process improvements identified as Near-Term improvements following the schedule below.
  - Conduct public hearing – November 2024
  - Submit Facility Plan to DNR – December 2024
  - DNR Approval of Facilities Plan – March 2025
  - Near – Term Improvements
  - Begin Design – January 2025
  - Submit Plans and Specifications to the DNR – September 2025
  - Bidding – November 2025

- DNR Approval of Plans and Specifications – December 2025
  - Submit Clean Water Fund Loan Application – December 2025
  - Award of Contract – January 2026
  - Begin Construction – March 2026
  - Final Completion/Startup of Facilities – May 2027
- Option D – Approve the wastewater facilities plan improvements identified to include all immediate, near, mid- and long-term process needs following the schedule below:
  - Conduct public hearing – November 2024
  - Submit Facility Plan to DNR – December 2024
  - DNR Approval of Facilities Plan – March 2025
  - Near – Term Improvements
  - Begin Design – January 2025
  - Submit Plans and Specifications to the DNR – September 2025
  - Bidding – November 2025
  - DNR Approval of Plans and Specifications – December 2025
  - Submit Clean Water Fund Loan Application – December 2025
  - Award of Contract – January 2026
  - Begin Construction – March 2026
  - Final Completion/Startup of Facilities – May 2027
  - Mid – Term improvements – January 2028
  - Long – Term improvements – January 2030
- Option E – approve separate plan identified and discussed as follows:
  - Commissioners to include language of action item.

d. Review and Take Possible Action: Approve Wastewater Facilities Plan Implementation option(s) as discussed.

***Motion by Bartz, supported by Wetzel, to proceed with Option D, with the near term and immediate work to be self-funded; and the mid-term and long-term project funding to be TBD.***

***Motion carried unanimously.***

5. Adjournment

***Motion by Bartz, supported by Smith to adjourn. Motion carried.***

***Meeting adjourned at 7:27 p.m.***

Respectfully submitted by Steve Board, Chair.