

To: Chairman Wetzel and members of the Public Works Commission
From: Peter Hartz – Water Systems Manager

February 13, 2024

Re: February 13, 2024, Public Works Commission agenda items

Water Systems:

1. Review and approve 2023 Utility bill write-offs of account refunds & credits.

As required by the Water & Wastewater Enterprise Fund Audit Firm, the Public Works Committee is being presented with the information for accounting and bookkeeping records. These unpaid balances (comprised of refunded or credited charges for water, sewer, garbage, and stormwater) are 'written off' from the utility bills – credited back to the owners. 2023 total is \$106,047.46 which is comprised of 733 separate accounts.

2. Review and approve 2024 Main Street Sanitary Sewer & Water Main Project, contract #5364-24-01

- We received three bids for the 2024 water and sewer replacement project on Main Street. I recommend approval of Forest Landscaping & Construction, Inc.

<u>Contractor</u>	<u>Total</u>
Forest Landscaping & Construction, Inc.	\$195,870.00
Rock Road Companies	\$231,515.00
Musson Brothers	\$241,516.20

3. Review and update 2024 lift station project with Strand & Associates.

Background: As we begin looking to update to the 2002 sanitary sewer collections system capacity plan, history & items to consider with the lift station project we are beginning work on the preliminary engineering reports for the Allerman and Concord sanitary sewer lift station.

- Constructed in 1963 to service 20 homes, original pumps and controls are still in service.
- Currently servicing 197 homes (110 of which are draining to S. Concord lift station, which drains /dumps to Allerman Lift Station).
- In 1990, the sanitary sewer service plan report identified the Allerman Lift Station as servicing a much larger area of undeveloped land outside the corporate limits on the east side of the Hwy 16 bypass and a new force main running to Franklin St. (or possibly Air Park Dr, or down Boomer St to Utah St)
- S Concord lift station was built in 2006 and is capable of handling property as far S as Beryl Dr, and currently has an 8in stubbed out of the S side of the wet well for future growth in the city limits.
- All this currently runs to Hidde lift station, in Basin 18, which is a known trouble spot in wet weather. We have a change to take that load off Hidde which helps that drainage basin and pumps the wastewater one less time.

4. Review and update 2024 Geographical Informational System (GIS) professional services with Mead–Hunt

Since the inception of the GIS mapping database started in 2014 the water systems have utilized Symbiont Engineering for support and updates to the geodatabase used for all our assets in the city. Symbiont is now part of Mead-Hunt, we are working with the same team members for the annual asset mapping conducted each year on an as-needed basis.

Annually we continue to update our assets and history in our GIS database, water and sewer mains, valves, hydrants, water services, service lines, sanitary manholes, sanitary laterals, private mains and hydrants, water meters, pipe material inspection records, private and public lead service storybook, cross connection inspections, and several other layers of data sets. They also manage access to these records with our mobile phone Field Map App that syncs with our Trimble GPS equipment.

This support is different from what is planned with the GIS intergovernmental agreement with Jefferson County. Examples of other GIS geodatabase layers used by multiple departments on an annual basis include: street signs, brush routes, sanitation routes, recycle routes, police districts, fire districts, property parcel data, aldermanic districts/wards, sidewalks, truck routes, floodplains, neighborhood watch areas, parks, wetlands, schools, section corners, topographic, zoning, building and sub-divisions, TID districts, engineering files, planning land uses – to name a few.

Sincerely,
Peter Hartz

Water Systems Manger