

PUBLIC WORKS COMMISSION MEETING AGENDA
TUESDAY, FEBRUARY 13, 2024

Commission members present: Ald. Bartz, Board, Wetzel, Comm'r Thompson

City employees present: Director of Public Works Andrew Beyer

Water Systems Manager Pete Hartz

Stormwater Project Manager Maureen McBroom

1. CALL TO ORDER at 5:30 p.m.

2. COMMENTS AND SUGGESTIONS FROM CITIZENS PRESENT

3. REVIEW AND APPROVE MINUTES

Review and approve: Public Works minutes from January 23, 2024

Ald Bartz asked if it should be noted that "NONE" should be added under "Comments by citizens present." Ald Wetzel forwarded that comment to City Clerk Megan Dunneisen.

Motion to approve Ald. Bartz

2nd Ald. Board

Carried by unanimous voice vote

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

Pete Hartz shared with the commission. 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.

Motion to approve Ald Board

2nd Commr Thompson

Motion carried by unanimous voice vote

4.B 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 chance to take that load off Hidde which helps that drainage basin and pumps the wastewater one less time.
- Hartz went on to say that Strand has worked well with the City in the past and that the Water Dept. maintains all records.

4.C 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. It is recommended for approval of Forest Landscaping & Construction, Inc.

The work will be done in the first block of East/West Main Street (between Water St. and First St.) with work to be completed by March 29.

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

Motion to approve Commr Thompson

2nd Ald Bartz

Motion carried by unanimous voice vote

4.D 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.

4.E Review and take possible action: City of Watertown Flood Control Master Plan adoption

The City of Watertown with its stormwater consultant Ruekert & Mielke has completed a Flood Control Master Plan in an effort to minimize the impacts of future potential flooding to public infrastructure and private property. The Flood Control Master Plan resulted in conceptual recommendations for 15 priority drainage areas in the City with an overall estimated construction cost between \$26,000,000 - \$31,000,000 (in 2023 dollars). Engineering Division staff presented and discussed the Flood Control Master Plan recommendations with the Public Works Commission members at the January 23, 2024 meeting.

Motion by Ald Board to send this as a resolution to the Council February 20th meeting for approval to move into implementation of the plan.

2nd Ald Bartz

Motion carried by unanimous voice vote

5. ADJOURNMENT

Motion to adjourn Ald Bartz

2nd Ald Board

Motion carried by unanimous vote

Meeting adjourned at 6:02 p.m.

Respectfully submitted,

Bob Wetzel

Public Works Commission Chair

Note: These minutes are uncorrected and any corrections made thereto will be noted in the proceedings at which these minutes are approved.