



CITY OF QUINCY

Department of Utilities & Engineering

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Director of Utilities & Engineering

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A G E N D A

Water Committee - Department of Utilities
City Hall – Engineering Department Conference Room #235
Thursday, June 1, 2017
4:00 P.M.

1. Approval of minutes of the May 4, 2017 meeting
2. Public Comment (3 minute limit)
3. Old business
 - Sewer Maintenance Report
 - Water Loss
 - Water Audit
4. New business
 - Capital Improvement Projects Loan Application
 - Sewer Truck Purchase
 - Waste Water Treatment Plant Report
 - Approval of Bills in Excess of Normal Spending Limitations
 - Monthly Financial Report
 - Late Additions
5. Adjournment



Utilities Committee
Meeting Minutes
May 4, 2017

The monthly meeting of the Utilities Committee was held at 4:00 p.m. on Thursday, April 6, 2017 in City Hall Conference Room #235. Members present were Alderman Dave Bauer, Alderman Virgil Goehl and Commissioner Jacob Venvertloh. Director of Utilities & Engineering Jeffrey Conte, Mayor Kyle Moore, Greg Frieden, John Schafer and Theresa Alford were also present. Alderman Paul Havermale and Commissioner Dan Cook were not present. Alderman Bauer called the meeting to order at 4:00 p.m.

Approval of Minutes

Alderman Goehl, seconded by Commissioner Cook, moved to approve the minutes of the April 6, 2017 meeting as distributed.

Public Comment

Mayor Moore spoke to the committee about upcoming projects and goals for the new fiscal year.

Old Business

Sewer Maintenance

Sewer crews jetted approximately 23,288 lineal feet of sewers during the month of April, all of which are considered to be on the “routine maintenance” schedule. The 2018 fiscal year budget includes the purchase of a second vactor truck. The current vactor will be kept and used for routine maintenance. Staff will also look into the purchase of a new sewer camera.

Water Loss

Water loss of treated water pumped into the distribution system for the period of May 1, 2016 through April 30, 2017 was 33.9%. This averages 2.64 million gallons of water per day being lost. Conte said a RFP for leak detection services was postponed to allow for a Water Audit in accordance with AWWA M36.

Water Audit

The findings of the water audit will be presented to the committee at the June meeting.

New Business

Vactor Truck Proposal

Proposals were received for a new combination sewer cleaning truck. Two companies submitted proposals for new and demonstration units. Coe Equipment offers a new Vactor unit that meets all the requirements.

Action: Recommends the purchase of a new Vactor unit from Coe Equipment in the amount of \$360,779. Send to the Central Services Committee for approval.

Motion: Goehl

Second: Venvertloh

Motion Carried

Waste Water Treatment Plant Report

The status report was distributed electronically prior to the meeting. Greg Frieden was present to answer questions.

Approval of Bills

Conte presented the invoices in excess of the normal \$3,000 spending limitation and requested they be processed in the usual manner.

Action: Approved payment of all bills exceeding \$3,000 and send to City Council with committee recommendation.

Motion: Goehl

Second: Venvertloh

Motion Carried

Monthly Financial Reports

Conte presented the committee with the monthly and fiscal year-end financial reports. Revenues were over budget and expenses under budget for both funds. Net income for the Water Fund without Capital spending was \$738,832 on \$5.9 million in sales. Net income for the Sewer Fund without Capital spending was \$430,973 on \$4.33 million in sales.

Late Additions

South Quincy Lift Station

Both pumps at the South Quincy Lift Station have failed recently. It is currently operating on one pump. The pump station is scheduled to be replaced during the next fiscal year, but these recent failures may require its replacement sooner. The lift station serves the City's largest industrial consumers.

WTP Clarifier

Quotes were requested for patching work for the Water Treatment Plant clarifier. Niemann Construction was the low bidder at \$9,000.

Action: Send to City Council with committee recommendation.

Motion: Goehl

Second: Venvertloh

Motion Carried

Adjournment

With no further items to discuss, the meeting was adjourned at 4:45 p.m.

Motion: Goehl

Second: Venvertloh

Motion Carried

Respectfully submitted,

Jeffrey Conte, P.E.
Director of Utilities & Engineering
May 8, 2017