



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 & Engineering
City Hall – Engineering Department Conference Room #235
Thursday, October 5, 2017
4:00 P.M.

1. Approval of minutes of the September 7, 2017 meeting
2. Public Comment (3 minute limit)
3. Old business
 - Water Loss
 - Remote Mower
4. New business
 - WTP Management/Operations RFP
 - Utility Billing Insert/Folding Machine RFP
 - IEPA Loan Ordinances
 - Dump Truck Purchase
 - Lead Service Line Replacement
 - 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
September 7, 2017

The monthly meeting of the Utilities Committee was held at 4:00 p.m. on Thursday, September 7, 2017 in City Hall Conference Room #235. Members present were Alderman Dave Bauer, Alderman Virgil Goehl, Alderman Paul Havermale and Commissioner Dan Cook. Director of Utilities & Engineering Jeffrey Conte, Assistant Corporation Counsel Bruce Alford, John Schafer, Linda Moore, Alderman Jeff Bergman and Theresa Alford were also present. Commissioner Jacob Venvertloh was not present. Alderman Bauer called the meeting to order at 4:00 p.m.

Approval of Minutes

Alderman Havermale, seconded by Bauer, moved to approve the minutes of the August 3, 2017 meeting as distributed.

Public Comment

No one was present for comments.

Old Business

Sewer Maintenance

Sewer crews jetted approximately 14,542 lineal feet of sewers during the month of August. The current average for routine cleaning is approximately 15,000 LF per month which is below the desired target of 19,000 LF. This figure is expected to increase as the new vactor will be dedicated to routine sewer cleaning. The new vactor will be delivered in December.

Water Loss

Water loss of treated water pumped into the distribution system for the period of September 1, 2016 through August 31, 2017 was 31.3% which is the lowest percentage of losses in the past two years. This averages 2.46 million gallons of water being lost per day. The decrease in losses is attributed to large meter replacements at ADM and Titan. A Request for Proposals for leak detection services is being prepared.

Remote Mower

The remote mower still has not been delivered to date. The matter has been turned over to the Legal Department.

Quincy Mall Water Leak

First Banker's Trust at 33rd and Broadway notified the City that a CAT cable burned because it had been sitting in water. The City is aware that there is leak on the mall parking lot but have not been able to locate the leak. Conte has looked into hiring a firm that locates leaks by using submersible cameras for watermain inspections. This service is costly and City crews can excavate the area and replace damaged sections of the watermain for approximately the same cost.

Action: City crews will search and replace damaged sections of the watermain.

New Business

Curved Creek Road Phase I Bid Review

Bids were opened for the Curved Creek Road Phase I Project which includes a main extension for unserved residential properties, sanitary sewer repairs and the construction of storm sewers for drainage improvement. Three bids were submitted with the low bid of \$453,595 from Million Construction.

Action: Send resolution to the City Council with committee recommendation.

Motion: Cook Second: Havermale Motion Carried

Larch Road Drainage Improvements Bid Review

Bids were opened for the Larch Road Drainage Improvement Project which includes the construction of storm sewers along the south side of Larch Road to improve drainage. Three bids were submitted with the low bid of \$224,920.70 from Rees Construction.

Action: Send resolution to the City Council with committee recommendation.

Motion: Cook Second: Havermale Motion Carried

Meter Shop Van Purchase

The Department would like to seek bids for a cargo van with Knapheide racking for the Meter Shop. It will replace a 2004 cargo van with over 130k miles.

Action: Request bids for the purchase of a cargo van for the Meter Shop.

Motion: Goehl Second: Cook Motion Carried

Distribution Utility Truck Bed Purchase

The Department proposes to replace standard pickup truck bed with a Knapheide Utility Service Body and accessories on the vehicle driven by the Distribution/Meter Shop supervisor. By doing so, the truck will be equipped with the parts and tools necessary for routine infrastructure maintenance and repairs. The cost of the service body and installation is \$8,033.

Action: Send resolution to City Council with committee recommendation.

Motion: Cook Second: Havermale Motion Carried

Brown Electric/On-line Analyzers

Brown Electric has invoiced the City for out of scope work that was done during the On-line Analyzer Project at the Water Treatment plant. The work consisted of the purchase of an additional Hach WIMS software license for the Waste Water Treatment Plant at a cost of \$10,600. It also includes the emergency installation of a power panel in the presedimentation basin that was non-compliant and posed a significant risk of electrocution or fire.

Action: Send resolution to City Council with committee recommendation.

Motion: Goehl Second: Cook Motion Carried

Waste Water Treatment Plant Report

A monthly status report was not provided by Severn Trent. Conte told the committee that a permanent facility manager has not been hired to date. By contract, Severn Trent has ninety days to find a replacement. The plant does continue to run smoothly.

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: Havermale Second: Goehl Motion Carried

Monthly Financial Reports

Conte presented the monthly financials. Conte spoke with the IT Department about the cash flow sheet and was told it is not possible based on governmental accounting. City Treasure Linda Moore said that a spread sheet can be created to provide the same information.

Action: The Department will work with the Treasurer's Office to create a spread sheet to track cash flow.

Late Additions

Lime Sludge Removal

The City's contracted lime sludge hauler has the opportunity to dispose of additional lime sludge by hauling it to nearby agricultural fields near La Belle, Missouri. The current contract disposal rate is \$29.74 per dry ton of sludge. Oros and Busch has requested that the City pay an additional \$5.00 fuel surcharge to haul the sludge to La Belle which is roughly 40 miles away. The removal of the additional sludge will rid the plant of excess sludge that has interfered with plant operations.

Action: Talk to the hauler to see if the farm owner will be willing to pay the additional cost to haul the lime. Research the selling price of lime sludge. Report back to the committee.

WTP Pump Failure

The Low Service Pump switch failed resulting in a dangerous electric arc flash. No employees were hurt during the event that required the emergency repair of the switch gear. The plant was shut down for several hours to allow for the repair.

Adjournment

With no further items to discuss, the meeting was adjourned.

Motion: Havermale

Second: Cook

Motion Carried

Respectfully submitted,

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