



**JOINT WATER/SEWER BOARD OF THE CITY OF BUCHANAN AND
BUCHANAN TOWNSHIP**

MONDAY, AUGUST 15, 2022 – 7:00 AM

CHAMBER OF BUCHANAN CITY HALL - 302 N REDBUD TRAIL, BUCHANAN MI

AGENDA

THE JOINT WATER SEWER BOARD OF THE CITY OF BUCHANAN AND BUCHANAN TOWNSHIP, in compliance with the Open Meetings Act, hereby gives notice of a regular meeting to be held in the Chamber of Buchanan City Hall.

** Comments may be submitted in writing at least 72 hours in advance to the City Clerk at clerk@cityofbuchanan.com*

- I. Call to Order**
- II. Pledge of Allegiance**
- III. Roll Call**
- IV. Approve Agenda**
- V. Public Comment - Agenda Items Only**
- VI. Approve Minutes**
 - A. Consider approving minutes from the May 2, 2022 meeting.
- VII. Unfinished Business**
- VIII. New Business**
 - A. Wastewater Report- Bill Housand, Wastewater Superintendent
 - B. Water Report- Scott Desenberg, Operator In Charge
 - C. Water/Sewer Infrastructure Project & USDA Bonds
- IX. Public Comment - Non-Agenda Items Only**
- X. Adjournment**



JOINT WATER/SEWER BOARD OF THE CITY OF BUCHANAN AND BUCHANAN TOWNSHIP

MONDAY, MAY 02, 2022 – 7:00 AM

CHAMBER OF BUCHANAN CITY HALL - 302 N REDBUD TRAIL, BUCHANAN MI

MINUTES

THE JOINT WATER SEWER BOARD OF THE CITY OF BUCHANAN AND BUCHANAN TOWNSHIP, in compliance with the Open Meetings Act, hereby gives notice of a regular meeting to be held in the Chamber of Buchanan City Hall.

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I. Call to Order

Meeting was called to order by Chairman Gordon at 7:04 A.M.

II. Pledge of Allegiance

Gordon led in the Pledge of Allegiance.

III. Roll Call

Present: Chairman Tom Gordon, City Representative Commissioner Cameron Downey, City Representative Mayor Pro Tem Mark Weedon, Township Representative Treasurer Rachel Plank

City Staff: City Manager, Heather Grace; City Clerk, Kalla Langston

IV. Approve Agenda

Motion made by Plank, seconded by Weedon to approve the agenda as presented. Voice vote carries unanimously.

V. Public Comment - Agenda Items Only

None.

VI. Approve Minutes

A. Consider approving minutes from February 7, 2022

Motion made by Weedon, seconded by Downey to approve the minutes from February 7, 2022, meeting. Voice vote carries unanimously.

VII. New Business

A. Wastewater Report- Bill Housand, Wastewater Superintendent

- 1) Septage
 - a) Started receiving again in early April 2022
 - b) Nine haulers registered
 - c) Peak day of 14,100 gallons on 4/11/22
- 2) SWPPP
 - a) Weekly and monthly inspections
 - b) Quarterly samples collected and documented on 2/22/22 and 4/6/22
- 3) NPDES Application
 - a) Submitted to EGLE on 3/15/22
 - b) Part 41 startup final report submitted 4/12/22

- c) Reduced monitoring requirements
- d) Reduced weekend labs
- 4) NPDES Required Sampling
 - a) Effluent copper sampling performed on 4/6/22
 - b) Effluent mercury sampling performed on 4/7/22
 - c) Effluent PFAS sampling performed on 4/7/22
 - d) Biosolids metals sampling performed on 4/6/22
- 5) IPP Program
 - a) Discharge permit reissued to the SEBCL on 4/1/22
 - b) Annual IPP report submitted to EGLE on 3/24/22
 - c) Annual PMP report submitted to EGLE on 3/11/22
 - d) Restaurant surveys
 - e) Grease trap
 - f) Grower general discharge permits
- 6) Emergency Response Plan
 - a) Updated 4/13/22
- 7) Maintenance Items, Housand did not report on maintenance items since no one had any questions.
 - a) Polymer pump head replaced
 - b) Painted retaining walls
 - c) Glaser seal filters
 - d) Beds lift station check valve
 - e) Limestone on access drives
 - f) Lift station rags and grease - Millpond, Glaser and Industrial
 - g) Headworks pump 2 check valve rebuild
 - h) Vortex grit separator oil changes
 - i) Loader batteries
 - j) Headworks pumps oil changes
 - k) Grit lift pump impeller clearance
 - l) Schirmer pump impeller clearance and oil changes
 - m) 500-hour tractor maintenance - filters and fluids
 - n) File-share replacement
 - o) Plant generator filters
 - p) Spare parts orders
 - q) UV barn reorganized – storage racks
 - r) Spare parts from the old plant scrapped
 - s) Old plant dewatering
 - t) Headworks motorsaver
 - u) RAS wet well cleaning
 - v) Clarifier and UV cleaning
- 8) Sludge Disposal
 - a) 16 dumpsters removed
 - b) 4 semi loads removed
 - c) Seasonal sludge disposal plan
- 9) Safety Training

- a) Lock-out/ Tag-out safety training performed on 2/17/22
- b) Arc flash safety training performed 4/13/22

10) Plant Warranty Items

- a) Ferrous leak
- b) Weir adjustment
- c) BOD incubator
- d) Sludge press flocculator switch
- e) Ferrous containment switch
- f) RAS wet well level radar unit
- g) Scum lift station pumps

Discussion about commercial waste and land fill with PFAS staying under level, between the board and Housand.

B. Water Report- Scott Desenberg, Operator in Charge

C. Update on Traylor Park Sewage project in Buchanan Township

D. Update on Bertrand Township water/sewer infrastructure request.

E. Update regarding Well Head protection plan.

F. Water/ Sewer Rate Study

Grace went over items B thru F in Desenberg absences. Grace and Desenberg met with Kelly Huan with the State to work with the Well Head protection plan on updates. They believe it is not restrictive enough and doesn't deter violations. Through the well head protection plan the city will get a significant amount of money through grants. EGLE will provide programing to educate the public at large as to the importance of the well head protection program through signage and programing through the schools, as well as through videos that the city runs. Kelly is planning on doing a pilot program with the city for the State to give us the money to pay for those videos and to create a video through our videographer. That the state will use for their purposes. They will also be viewed throughout state for well head protection program.

Hopefully by the next meeting we will have some draft materials on the well head protection program and can schedule a special meeting to approve the program.

Looking to work with Bertrand Township to join with the well head protection program since the wells are close to Bertrand Township.

The plans for the USDA loan study are to decide where to put an additional redundancy well and iron removal plant. The city is doing 2 projects with the USDA loan, one is the streetscape project the other is the water/sewer infrastructure project.

Grace had a meeting with the new owners of the trailer park and their engineering team to talk about a new proposal on how to treat their sewage. It was very preliminary meeting in which Grace provided the steps that would have to be done. For now, the ball is in their court, and she will update the board if she hears from them.

Grace met with Dave from Bertrand Township; she was unable to meet with the supervisor due to his schedule. The 2 main aspects of the meeting were pertaining to the operation of the landfill. As well as Bertrand wanting to be ready for expansion in their community. Grace asked for

Bertrand to make a proposal to the city for water/sewer lines. Grace is more concerned about making sure they are a part of the well head protection program.

The rate study is being updated it is based on the current USDA loan bonds. Once she receives the preliminary numbers, she will share them with this board and the city commission and have more conversation.

VIII. Public Comment - Non-Agenda Items Only

None

IX. Adjournment

Gordon adjourned the meeting at 7:48 A.M.

City Clerk, Kalla Langston

Chairman, Thomas Gordon

Joint Water/Sewer Board

Wastewater Summary

August 2022

- 1) Septage
 - a) Berrien County Health Department program inspection 7/12/22
 - b) State certification 7/13/22
 - c) 2022 totals: 125,700 gallons, \$8170.50
- 2) SWPPP
 - a) Weekly and monthly inspections
 - b) Comprehensive inspection 7/1/22
 - c) New oil storage area
- 3) EGLE Site Inspection
 - a) Performed on 7/14/22
 - b) Positive feedback on condition of plant, record keeping and QA/QC
 - c) Reduced monitoring requirements
- 4) Compliance Reports
 - a) May, June and July DMRs
 - b) AMP report submitted 7/15/22
 - c) IPP PFAS report submitted 6/16/22
 - d) Effluent PFAS report submitted 6/16/22
- 5) NPDES Requirements
 - a) Effluent mercury sampling performed on 5/9/22, 6/3/22 and 7/6/22
 - b) Biosolids mercury sampling performed on 7/14/22
 - c) Effluent copper sampling 7/6/22
 - d) PFAS analysis method
 - e) DMRQA submitted 6/7/22
 - f) Meter calibrations on 5/26/22
 - g) Lab calibrations performed on 5/24/22
- 6) IPP Program
 - a) SEBCL lab and meter calibrations
 - b) SEBCL local limits sampling
 - c) Mystery material
- 7) Maintenance Items
 - a) Final sampler pump replaced
 - b) Beds lift station Motorsaver
 - c) Loader transmission filter
 - d) Lift station rags and grease - Millpond, Glaser and Schirmer

- e) Clarifier oil changes
 - f) WWTP ladders and stairway access
 - g) UV desiccant packs
 - h) Flow meter covers
 - i) WWTP weed application
 - j) Kubota deck spindle
 - k) Clarifier spray bars
 - l) Fuel transfer pump
 - m) Plant generator vent
 - n) Old plant dewatering
 - o) Headworks motorsaver
 - p) RAS flow controls
 - q) SCADA service agreement
 - r) Clarifier and UV cleaning
 - s) Schirmer tree
 - t) Sludge blower Maintenance
 - u) Gate stops
 - v) Doors painted
- 8) Sludge Disposal
- a) 543,000 gallons pressed (164.5 hours)
 - b) 6 semi loads removed (96 tons)
 - c) Seasonal sludge disposal plan
- 9) Safety Training
- a) Confined space training performed 6/2/22
 - b) Tripod safety training performed 6/29/22
- 10) Plant Warranty Items
- a) Ferrous leak
 - b) Weir adjustment
 - c) Landscaping
 - d) Temperature regulating valves
 - e) BOD incubator

Water Department Report 8-8-22

1. Miss-Digs have slowed down slightly and plateaued after an extremely busy spring and early summer. We are seeing fewer for big projects which take a lot of time and cover a lot of area. Now we are seeing mostly residential requests.
2. On June 15th Kevin from ETNA Supply delivered our new base station to the Front St. water tower and we were able to install it together and Sensus got it programmed. We are back to business as usual with billing and performing our daily consumption reports.
3. We continue to work with Prien and Newhof on planning for the upcoming infrastructure projects, beginning with the sewer interceptor and the downtown projects.
4. In April City Manager Grace and I attended several sessions from the Water infrastructure Conference hosted virtually by EGLE.
5. We have submitted to EGLE our annual Emergency Response Plan update, as well as the brand-new annual Lead Service Line Replacement Report.
6. We completed all of our seasonal turn-ons for summer, including irrigation, Cemetery, Farmer's Market, Little League, and the parks.
7. In May Craig assisted the Garden Club with hauling mulch at Duck Pond Park to help with their spring clean-up and decoration. In addition, Craig made a repair to underground PVC piping for the irrigation at the park.
8. We rebuilt the fire hydrant at the corner of Main and Fourth after discovering that it had failed during our spring round of hydrant flushing. We have never seen a hydrant fail in the way that this one had and we are not sure what happened to cause it.
9. On 5-19-22, ourselves and DPW were called in to repair a broken water main at the corner of Richards and Victory Streets. Due to a terrific team effort, we were able to make the repair relatively smoothly that night.
10. I completed and submitted our annual Consumer Confidence Report to EGLE. It was approved for publications, and the announcement with the link to the report on the city web site went out with the June bills. The City Hall staff did a nice job getting the report posted correctly, especially since everyone was new to the process, and I distributed hard copies to all our usual recipients.
11. On 5-26-22 I, along with City Manager Grace and Mike Baker toured two iron removal facilities similar to the one we are hoping to get to treat water from Well 5 and the new well we hope will be constructed. It was very informative and we all learned a great deal.
12. During the month of June, we completed all of our annual schedule of compliance sampling for 2022. We sampled for Disinfection Byproducts, PFAS, Nitrate, Nitrite, and Sodium. All samples were analyzed by Eurofins Eaton Analytical in South Bend, and all results came back well within limits, if any detect was made at all.

13. We put together a new schedule of tap fees and connection fees as well as updated the list of costs for various hardware related to metering. Those fees have been adopted by the City Commission.
14. On Sunday, 6-5-22 we were notified of a water leak on Lake St. Along with help from DPW, we excavated the customer's galvanized service line, which had ruptured, and replaced the line from the water main to the tree lawn with copper. Because the service included a lead goose-neck at the main, the city was responsible for replacing the line into the customer's house. Core Bore bored a new service line from the tree lawn to the basement on Monday, 6-6, and Hickok Plumbing hooked up the internals. We connected the line at the tree lawn to complete the new service to the house.
15. We both attended a virtual meeting between the City, P&N, and Kevin Lemmer our District Engineer from EGLE to discuss the planning of the Well6/Iron Removal facility project that is scheduled to begin in the next few years. There was good, informative input from all sides.
16. On July 4th the crew was called in to repair a leak once again at Mill Pond Apartments. The failure was almost identical to what had occurred at another building this winter where the top of the 2" copper service pipe had deteriorated and failed. Craig and the DPW were there late into the night to make the repair. Fortunately, unlike the winter leak, we didn't have to depressurize all of Rynearson and Chamberlain Roads. The only two facilities affected by the boil order were Mill Pond and Buchanan Meadows. We consulted with our District Engineer, Kevin Lemmer, and developed a sampling plan. After two days of clean bacti samples came back, we lifted the boil order.
17. On July 6th we repaired, again along with DPW, the water service for the new home at 139 Schirmer Parkway. The service had been damaged by the concrete contractor and we will be billing the owner for the repair.
18. We have restarted our pot-holing program to catalogue our service line materials for our Distribution System Materials Inventory. Thus far we have pot-holed 27 services in 4 days of work. Streets with older infrastructure tend to take a lot longer due to vast root networks associated with older trees. (cough, looking at you Cayuga St. cough) We are also returning to the pot-holing sites with topsoil and grass seed to repair the grass we disturb.
19. We are excited about using the Trello app to track work flow and schedule our daily tasks. We have been using it heavily since 7-18 and it has worked really well for us.
20. We have performed all of our regular MOR's, PM's, shut-offs, turn-ons, e-mails, generator cycles, activity briefings, morning checks, leak checks, meter changes, door cards, zero usage lists, plowing, salting, shoveling, and the other assorted items that come up on a day-to-day basis.

Scott Desenberg, O.I.C