



**TWO  
RIVERS**  
WISCONSIN

# PUBLIC UTILITIES COMMITTEE MEETING

Wednesday, July 5, 2023, at 5:00 PM

Committee Room - City Hall, 3rd Floor 1717  
E. Park Street, Two Rivers, WI 54241

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## MINUTES

**1. CALL TO ORDER: 5:00 pm**

**2. ROLL CALL**

Committee Members: Darla LeClair, Tim Petri, Jeff Dahlke – All present

Staff Present: Matthew Heckenlaible, Scott Ahl, Brian Delleman and Dave Casebeer

**3. REVIEW AND APPROVAL OF MINUTES**

Minutes from the June 5, 2023, Public Utilities Committee Meeting

Jeff Dahlke made a motion to approve the June 5, 2023, Public Utilities Committee Meeting minutes, seconded by Tim Petri – Motion passed.

**4. PUBLIC INPUT - None**

**5. 2023 CONSTRUCTION PROJECTS**

**A. Lincoln Street from 17th Street to 22nd Street – update**

Working on completing the underground utilities between 20<sup>th</sup> Street and 22<sup>nd</sup> Street over the next two weeks in anticipation that the roadway portion of the project can begin approximately July 24<sup>th</sup>. All utility work is completed south of 20<sup>th</sup> Street.

**B. Lateral replacement (2023)**

The Contractor is coordinating property inspections and has begun the private side replacements between 20<sup>th</sup> Street and 22<sup>nd</sup> Streets and is anticipating being completed around July 14<sup>th</sup>.

**6. WASTEWATER UTILITY: UPDATES AND ACTION**

**A. Sludge screw press project**

No new update currently. Previously noted: The new screw press has been installed and the building restoration completed. The MCC (Electrical component) was supposed to have shipped in May but has now been pushed out until September 2023. Until then, the existing press will continue to be utilized.

**B. Roof Replacement**

The Change Order for the roof replacement had been signed and sent back to the Contractor to begin scheduling the work. Three (3) smaller roofs will need to be addressed in the future through annual capital budgeting.

**C. Riverside Foods – update**

A meeting was held at the end of June between City and Riverside Foods Staff to discuss what has been observed, what has been completed and the next steps to take to improve discharge

quality. Riverside Foods stated that they have looked over and implemented modifications to their cleanup process which has shown some reduction of excessive floatable items at the wastewater plant but has not significantly improved the BOD and SS loadings. They stated that they are in the initial stages of obtaining a process engineering consultant on board that will have the expertise to guide them through potential modifications and improvements necessary to make the desired reductions in both BOD and SS loadings. Director Heckenlaible stated it is a step in the right direction; but the City most likely will require that Riverside Foods be switched from a Category A (primarily residential) customer to a Category B (primarily industrial) customer. A Category B customer would need to have their waste discharge sampled and those results would then be used for appropriate billing of the waste stream strengths that are over the above allowed strengths. This will have a monetary impact on their current wastewater billing. The City is anticipating completing some additional sampling from various manholes to see if improvements can be observed and to try and target if one sanitary discharge location has more significance than others. Their consultant will also be able to assist them in identifying private sampling locations. Monthly updates will continue (at a minimum) with an in-person meeting scheduled for August 29<sup>th</sup>.

## **9. ELECTRIC AND TELECOMMUNICATIONS UTILITIES: DIRECTOR UPDATES AND ACTION IF APPLICABLE**

### **A. 2025 bucket truck replacement**

Brian Dellemann provided an overview of a memo that was prepared regarding the replacement of a 2013 bucket truck with a 2025 bucket truck. The Electric Utility has received a quotation from USSI in the amount of \$356,067. By approving this quotation, it would reserve a build spot for this truck with an anticipated delivery date of April 2025. This is the same vendor that is supplying the 2023 Digger Derrick truck and they also provide the annual safety inspections for the Utility. Brian Dellemann stated that in discussion with the Finance Department, the Electric Utility is in good financial standing at this time.

Jeff Dahlke made a motion to recommend that the City Council authorize the approval of the quotation from USSI in the amount of \$356,067 for the 2025 International Bucket Truck, seconded by Tim Petri. Motion passed.

## **10. WATER UTILITY: DIRECTOR UPDATE, DISCUSSION AND ACTION AS NEEDED**

\* Andrew Sukowaty had a conflict and could not attend the meeting but prepared a written update that Scott Ahl read into the record.

### **A. Staffing update**

1. Jim Gospodarek will be retiring after 26 years with the City with his last day being July 7<sup>th</sup>.
2. The Water Utility has hired Kaden Kowalski, who has been interning at the Water Utility for the last year. Kaden passed his WDNR surface water certification before being hired and is a great addition to the team. Kaden will also be attending Moraine Park Technical College online programs at night for his associate degree in water technology.

### **B. Orthophosphate Feed**

1. Most of the equipment has been ordered for the Orthophosphate that needs to be installed and operational by September 28<sup>th</sup> to remain in compliance of WDNR requirements. The Utility will be getting assistance from CTW for installation of this equipment.
2. Darla LeClair inquired as to upfront and operational costs which present staff could not answer. A monthly update will continue to be provided (at a minimum) through this transition.

## **7. STORM WATER UTILITY: UPDATES AND ACTION AS NEEDED**

### **A. Urban Non-point Planning Grant Application**

Engineering has received preliminary indication that Two Rivers ranked well and should receive the \$45,000 grant that was applied for. Official notification of award is dependent upon the signing of the State Budget. The City will need to budget for matching funds in the 2024 budget. These funds will be utilized to re-evaluate the City's existing stormwater program and plan to provide guidance in achieving compliance with the pending Northeast Lakeshore TMDL.

### **B. Northeast Lakeshore TMDL**

No formal update currently - the WDNR website still stating that it is under development.

### **C. Street Sweeping**

Complaints have been received regarding the street sweeper has not been out and/or is doing a bad job of sweeping. Director Heckenlaible assured the Committee that the sweeper has been out, but, for several reasons, not as frequently. The current stormwater plan provides DPW with the guidance of sweeping all City streets on a monthly basis. DPW streets staff have swept the City multiple times in 2023. The planning grant noted above will evaluate our street sweeping practice, making recommendations as to increasing/decreasing sweeping and the type of sweeper(s) the City should be utilizing.

## **8. SOLID WASTE: UPDATES AND ACTION AS NEEDED**

### **A. North Landfill – WDNR Notice of Noncompliance**

Scott Ahl noted that a seep, groundwater discharge out of a portion of the landfill had been identified years ago. The water coming out of the seep had been collected and sampled with the results coming back primarily as groundwater. A resident earlier this year notified WDNR about the seep and as such the City was ordered to collect and analyze the groundwater again. This round of samples resulted in a few low-level detections of contaminants. As such, WDNR has issued the City a Notice of Noncompliance for this release of substances. As part of the Noncompliance Order, the City is to develop a work plan as to how this seep will be managed and the water collected, sampled, and treated in the future. The work plan is due to the Department by the middle of the month and the City is working with AECOM on its development. DPW will keep the Committee informed as process progresses.

### **B. Information - Manitowoc County Solid Waste has recently informed Public Works that the annual base rate for tipping fees went up from \$26.22 TO \$27.01 in May 2023.**

Director Heckenlaible provided the Committee with the noted information.

### **C. Discussion on Recycling / Solid Waste Collection Contract**

No update from DPW as to what other communities are doing.

## **11. ANY OTHER ITEMS OR ISSUES TO COME BEFORE THE COMMITTEE, WITH DISCUSSION AND ACTION - None**

## **12. SET DATE, TIME, LOCATION, AND AGENDA ITEMS FOR NEXT COMMITTEE MEETING**

Proposed for Monday, August 7, 2023, at 5:00 pm prior to Council Meeting

## **13. ADJOURNMENT: Jeff Dahlke made a motion to adjourn the meeting, seconded by Tim Petri. Motion carried 5:39 pm.**

*Please note, upon reasonable notice, efforts will be made to accommodate the needs to disabled individuals through appropriate aids and services. For additional information or to request this service, please contact the Office of the City Manager by calling 793-5532.*

*It is possible that members of and possibly a quorum of governmental bodies of the municipality may be in attendance at the above stated meeting to gather information; no other action will be taken by any governmental body at the above-stated meeting other than the governmental body specifically referred to above in this notice.*