



**TWO  
RIVERS**  
WISCONSIN

# PUBLIC UTILITIES COMMITTEE MEETING

Tuesday, March 6, 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      Resigned: Jason Ring  
Staff present: Matthew Heckenlaible, Scott Ahl, Brian Dellemann, Andrew Sukowaty and Dave Casebeer

**3. REVIEW AND APPROVAL OF MINUTES**

Minutes from the February 6, 2023, Public Utilities Committee Meeting

Tim Petri made a motion to approve the February 6, 2023 Public Utilities Committee Meeting minutes, seconded by Darla LeClair – Motion passed.

**4. PUBLIC INPUT - None**

**5. 2023 CONSTRUCTION PROJECTS**

A. Lincoln Street from 17th Street to 22nd Street – Bids received, awarded, PIM & Public Hearing March 20, 2023

- Matthew Heckenlaible provided a brief update regarding the project highlighting that there will be a Public Informational Meeting on March 20, 2023 from 4:30 to 5:30 pm in Council Chambers prior to the Council meeting that will include the official Public Hearing.

B. Possible lateral replacement (various locations)

- There is still an opportunity for residents to take advantage of the 2022 scattered lateral (lead service) replacement funding. We can still accept about 20 additional properties to utilize \$2,500 towards private side replacement. The work needs to be completed by April 15, 2023, so that paperwork can be submitted to WDNR by April 30, 2023. 2023 funds are going to be targeting the Lincoln Street project private side laterals and services.

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

A. Sludge screw press project update

- Project has slowed down a bit with some minor filler plumbing and minor electrical work taking place. The Contractor is gearing up for an April installation of the screw press.

B. Plant treatment process – status update

- The wastewater treatment plant had a filament bacteria outbreak in the middle of February caused by stagnant sediment in the bottom of one of the secondary treatment clarifiers. The outbreak was dealt with early in the onset by draining the tank, removing the septic sludge and treating the bacteria with chlorine. Doing that however, had an impact on the 'bugs' that actually break down the waste. This increased our levels of TSS and BOD that we were out of permit compliance for a few days which then exceeded our weekly limit for a week. WDNR had been

notified of our treatment issue and all indications is that we are back into compliance, awaiting final confirmation from laboratory test results.

**B. Riverside Foods – update**

- We received an e-mail up-date from Riverside Foods stating that they are continuing to look at their clean-up process, which is primarily believed to be a dry clean-up process, educate appropriate staff (new and existing) of their clean-up processes and do spot checks/inspections to help ensure compliance with their processes. Additionally, Riverside Foods has requested a site visit at the wastewater plant to see how their product is impacting our treatment system. Both parties seem to be committed to resolving this situation but, at this time, do not know exactly how that will be achieved.

**C. Sewer use credit policy update – No update at this time**

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

**A. APPA Washington DC Legislative Rally – follow up**

- Brian Dellemann provided the Committee with a brief overview of the Legislative Rally where Utility Managers, City Managers and others try to get some time to speak with State representatives to voice concerns and request assistance in overcoming obstacles. A couple of the more significant concerns were regarding supply chain issues, shortage of materials and now potential legislation requiring higher efficiency in new transformers which is expected to cause additional delays in the already backed up supply chain. Additional highlights to be discussed at the March 6, 2023, Common Council Meeting.

**B. Two Rivers Employee Apprenticeship Program – update**

- The Electrical Utility requires their staff to participate in Apprenticeship Programs. This program is one 4-week class per year over a 4-year period. One of the newer employees is almost complete with the first year's program and we will have a second new employee starting the program in fall. The staff that have completed these programs provide positive feedback.

**C. Broadband**

- Brian Dellemann stated he has been requested to participate on a Regional Broadband taskforce to enhance our current dated (20-year old) broadband system. Some of the other taskforce members include the Two Rivers School District and Manitowoc County. This group would then be partnering with NEW North group and would be the regional partner that would be requesting grant dollars to help assist the region to improve broadband communication.

**D. 2025 Capital Vehicle Replacement**

- Brian Dellemann wanted to advise the Committee that securing specialized vehicles is becoming a more significant challenge primarily due to supply chain and lead time constraints. There are two possible vendors for a new boom truck and, unfortunately, it's not a simple apples to apples comparison. More discussion to come.

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

**A. 2022 Scattered lead service up-date (April 15) – See discussion in Agenda Item 5B**

**B. Capital compressor project**

- The air compressor runs all the valves in the plant. In the March 2023 AWWA magazine there will be an article on the Two Rivers compressor upgrade keying in on higher efficiencies and lower electrical usage to operate the system. The article will be uploaded to the City website and included in a future Council packet.

C. Water Staff will be completing the first of three AWWA operator courses the week of March 6<sup>th</sup>  
- Although Water Staff is not required to be part of an apprenticeship program, AWWA provides some operator courses that help refresh and educate water staff on various aspects of providing safe, effective, potable water. These are virtual courses which take 10 to 12 hours per week over a 5-week period.

**D. Corrosion Control Update**

- Water Utility has received a Draft Report back from WDNR and staff is reviewing it to determine the impacts and challenges it may have in trying to safely implement and remain in permit compliance. Water Staff will provide additional updates at future Committee and Council meetings as necessary.

**9. STORM WATER UTILITY: UPDATES AND ACTION AS NEEDED**

**A. Annual WDNR MS4 report**

- Matthew Heckenlaible provided a brief overview of the contents of the Annual MS4 report. The report documents what the City of Two Rivers (Stormwater Utility) completed in order to remain in compliance with the WDNR Stormwater Permit in the areas of Public Education, Public Participation and Involvement, Illicit Discharge Detection and Elimination, Construction Site Pollutant Control (Erosion Control), Post Construction Stormwater Management, Pollution Prevention (outfall inspections, street sweeping, leaf collection, road salt minimization, etc.) and a fiscal analysis. He stated that he was impressed with what was accomplished over the past year and if anyone wanted to review the draft report that it would be available at the Department of Public Works on 2<sup>nd</sup> floor of City Hall. Director Heckenlaible requested that the committee authorize the report to be signed and submitted to the WDNR. Darla LeClair made said motion and seconded by Tim Petri. Motion passed. This will be brought up again at the March 20, 2023, Common Council Meeting.

B. Director Heckenlaible also noted that the draft Northeast Lakeshore TMDL is available for review on the WDNR website. Numerically, it appears to be very similar to what had been presented to City personnel in 2022. City Staff is still reviewing the content.

C. McMahon Associates will be submitting a grant proposal on behalf of the City to redo the City Wide Stormwater Master Plan to better assess where the City is in regards to meeting proposed TMDL requirements and if we are short, what are potential solutions that can assist in obtaining compliance. A print copy of the draft TMDL is available in the Department of Public Works office.

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

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

Proposed for April 3, 2023, at 5:00 pm prior to Council Meeting

**12. ADJOURNMENT -** Darla LeClair made a motion to adjourn the meeting, seconded by Tim Petri. Motion carried. 5:53 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.*