



PUBLIC UTILITIES COMMITTEE MEETING

Monday, February 03, 2025 at 5:00 PM

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

MINUTES

1. **CALL TO ORDER:** 5:03 pm

2. **ROLL CALL**

Committee Members: Tim Petri, Darla LeClair, Shannon Derby

Staff & Others: Matthew Heckenlaible, Scott Ahl, Dave Casebeer, Brian Dellemann, Andrew Sukowaty

3. **REVIEW AND APPROVAL OF MINUTES**

Approval of the minutes from the January 6, 2025, Public Utilities Committee meeting.

Darla LeClair made a motion to approve the January 6, 2025, Public Utilities Committee meeting minutes, seconded by Shannon Derby. Motion carried.

4. **PUBLIC INPUT – N/A**

5. **CONSTRUCTION PROJECTS**

A. **2024-2025 Lead Service Lateral Project update**

On hold due to weather conditions.

B. **Sandy Bay Highlands Phase 3 update**

All sanitary sewer and laterals, water main and services and storm sewer and laterals have been installed. Contractor was working on rough excavation of the stormwater management features. The remaining road excavation and graveling will be completed when weather conditions are more suitable for excavation.

Private utilities (electric, gas, telephone, cable) will hopefully be installed in April.

C. **Harbor Street, 16th Street and Emmet Street (2025)**

A public informational meeting was held this past Thursday. Most of the two-hour discussion revolved around pavement configuration and bicycle accommodations on Harbor Street. There was very little discussion relative to the sanitary, water or storm improvements. Concerns centered around vehicles not obeying the one-way on Harbor Street west of Pilon Court and East Street north of Harbor Street. Engineering will proceed with a twenty-eight (28) foot wide street with two-way traffic and bicycle sharrows marked on the pavement.

Due to the Presidential Executive Order, Engineering is progressing with this project to the point of bidding and then holding until further clarification of available funding.

D. **2025 East Side Scattered Lead Service Lateral Project**

Engineering is progressing with this project to the point of bidding and then holding until further clarification becomes available relative to the Presidential Executive Order.

E. Wastewater Plant Roofing Projects

Engineering has not moved this project forward yet. The goal would be to include this project into the DPW Shop repair contract(s) in the next few months.

6. WASTEWATER UTILITY: UPDATES AND ACTION

A. Riverside Foods update

Another meeting is scheduled for next month to review sampling data that they are to obtain. We are still seeing increased loadings at the treatment plant; but, what they have installed has provided some relief. We need aggressive daily sampling. Then, if we can see a trend, we may be able to reduce it provided it remains consistent or predictable.

B. CMOM update

We had discussions with the WDNR in the middle of January about providing the updated CMOM in February. They were good with that.

C. Waste pump failure

One of two waste pumps has failed. These pumps treat the waste in one of the last phases of the treatment process. Staff looked into whether parts were available for the 50-year old pumps, which there are not. Therefore, we need to purchase a replacement pump. We are opting to purchase two new pumps and keep the functional old pump as a spare. The estimated cost of the new pumps is around \$22,000.

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

A. Current Activities

- Annual reporting to the state
- Inventory
- Tree trimming
- Completion of the power transfer at the former Paragon property for an upgrade to current standards

B. Nsight Cell Antenna

Electric Utility received a request from Nsight to have an antenna installed in a deficient area within the city located in the downtown area. The antenna would potentially be located near or within Central Park West on 18th Street. Discussions were held internally and with Nsight and an alternate location has been agreed upon near 16th Street and Adams Street. The city will not own any part of this antenna but will assist with the installation of a wooden pole to mount the antenna.

C. WPPI Joint Action Leadership Certification

Gina Sampe and Paul Fabian each completed the WPPI Joint Action Leadership Certification program which then provides each of them with a \$1,500 stipend to attend a National Conference.

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

A. Service Line Inventory Issues

The Lead and Copper Rule Revision went into effect in October 2024 which made changes to water testing and contaminant level reduction requirements. It also required water utilities to submit an inventory of all of the water services within their jurisdiction. Two Rivers Water Utility was no exception and prepared and submitted the required inventory in a timely manner utilizing the template provided to them. However, the WDNR took issue as to how some incidental information was recorded and deemed the entire inventory noncompliant. The primary information relating to the actual service line pipe material is all correct and there will be no changes required there. However, since the WDNR took issue with the inventory, the Water Utility has received an EPA Class II violation which requires every property within the city to be mailed a notice of this violation within 30 days of receipt of the violation. It is anticipated that those notices will be mailed within the next 10 days and that the deficiencies identified within the inventory will be corrected in a timely manner and resubmitted back to WDNR for approval.

The Two Rivers Water Utility wants to assure its water users that the water coming from their facility is good quality.

B. EPA Violation

See above.

C. Certified Water Operator Recruitment

The Water Utility had a recent opening for a Certified Water Operator and anticipates conducting interviews in the next few weeks.

D. AWWA Distribution Conference

The Water Utility will be attending the AWWA Distribution Conference next week (February 10th) and will be doing a presentation on the Water Utility while there.

9. STORM WATER UTILITY: UPDATES AND ACTION AS NEEDED

A. Urban Nonpoint Stormwater Grant update

We have not received an update from our consultant, therefore there is no update at this time.

10. SOLID WASTE UTILITY: UPDATES AND ACTION AS NEEDED

A. 2026 Solid Waste Fee Review (placeholder) – no action

B. Landfill

With the warmer daytime temperatures and then below freezing temperatures, water, presumably effluent, had topped the temporary dam that was created in the middle of the landfill and crossed over a private on-site driveway causing an icing condition. The temporary bypass pumping system that we had installed in fall had to be removed when temperatures went below freezing as the system would continually freeze up. The private property landowner opted to inform the WDNR. WDNR and City staff walked the site to assess the conditions.

City staff has broken up the ice and hauled it to the wastewater sludge barns. As temperatures rise, it will allow the ice to melt and drain into the wastewater stream to be treated.

The contract to install additional effluent underdrain is scheduled to have bids opened on February 13th. We will most likely take the recommendation to award directly to City Council in February without reviewing the results with the committee first.

11. ANY OTHER ITEMS OR ISSUES TO COME BEFORE THE COMMITTEE, WITH DISCUSSION AND ACTION – N/A

12. SET DATE, TIME, LOCATION, AND AGENDA ITEMS FOR NEXT COMMITTEE MEETING
Proposed for March 3, 2025, at 5:00 pm.

13. ADJOURNMENT: 5:47 pm

Shannon Derby made a motion to adjourn the meeting, seconded by Darla LeClair. Motion carried.

Respectfully submitted by: *Matthew R. Heckenlaible*
Public Works Director/City Engineer