

Minutes
Public Works Committee Meeting
February 11, 2014

The Public Works Committee was called to order at 5:30 pm on February 11, 2014 at City Hall by Chairman Beyer.

Roll Call: Hans Nell, Kelly Koss, Jan Dart, Dave Meyer and Roy Beyer.

Member absent: Lee Dachelet

Also present: Mark Lentz, Troy Seidl, Andrew Reid, Randy Wirtz, Andrew Craven and City Administrator Jeff Wiswell.

Chairman Beyer noted that the meeting was held in compliance with the open meeting law.

Moved by Dart, seconded by Nell to approve the agenda. The motion carried.

Moved by Meyer, seconded by Dart to approve the December 16, 2013 meeting Minutes. The motion carried.

Public Comment: Randy Wirtz and Andrew Craven from Strand Associates were given the floor to offer a presentation on our Operational Needs Report and Facility Plan. After a very informative presentation they were thanked.

Approval of Bills: Mark presented the bills. **Moved by Dart, seconded by Meyer to approve the bills. The motion carried.**

Wastewater Treatment Facility Report - United Water

Troy Seidl presented the report on behalf of United Water. Effluent quality for December was within the parameters regulated by the WPDES. Total wastewater treated in December was 11,567,000 gallons.

Troy shared the many different repairs that were made at the WWTF.

The staff participated in classroom and hands on fire safety training in Sturgeon Bay.

Troy was thanked for his report.

Public Works Director's Report

Mark shared that during the month of December a great deal of time was spent plowing, salting and snow hauling.

-The new Vactor jet/vac machine was delivered on Thursday, December 19th. The Staff completed 6 hours of initial training and will go through additional training in March, prior to the unit being placed into service.

The City of Kewaunee is very interested in buying our Vac-con. They will be buying the unit "as is."

-Cellcom is installing a fiber optic cable system in the westerly portion of the community, along the northerly side of Highway 54. All work will be directional bore, and as such, disturbance will be minimal.

-Sunset Ave. Construction: Work has begun on the construction improvements for Sunset, from Feld, to the existing improved section 1900 feet north. Robert E. Lee completed topographic survey work in December. One unforeseen problem has arisen concerning a portion of the construction project which may be in an area designated as wetlands. More information will be forthcoming.

-Solid Waste and Recycling: Solid waste and recycling carts are scheduled for delivery on January 28. Distribution of the carts with information packets will begin immediately.

-Retirement Update and Summary: Mark has retired at the end of January. He will continue to assist the Public Works Department on a part time basis. Recruitment for a new Public Works Director has begun. Mark has prepared a comprehensive exit summary report. Copies of the report have been provided to the PWC Chairman and the City Administrator.

-Mark was thanked for his report and for his faithful service to the City of Algoma as the Public Works Director.

Old Business

None

New Business

- Sewer Credit Requests: 4 Sewer Credit Requests-

1309 Division - \$ 290.26

261 Margaret Lynn - \$ 16.00

400 Park Road - \$ 23.90

619 Buchanan - \$ 242.46

All requests were in order. **Moved by Dart, seconded by Meyer to approve the Sewer Credit Requests. The motion carried.**

- Staff Recruitment: Mark and City Administrator Wiswell provided an update. February 14, 2014 is the cut off date for applications for Public Works Director.

There are a good number of applications for Director and for the Public Works Serviceman.

The next meeting of the Public Works Committee will be on February 25, 2014 at 5:30 pm at City Hall.

Moved by Dart, seconded by Nell to adjourn. The motion carried.

The Public Works Committee adjourned at 7:05 pm.