

STOUGHTON UTILITIES COMMITTEE REGULAR MEETING MINUTES

Monday, June 15, 2020 – 5:30 p.m.

Stoughton, WI

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Location: Online Attendance: GoToMeeting ID 657-442-725.

Members Present: Citizen Member David Erdman (Chair), Alderperson Ben Heili (Vice-Chair), Alderperson Regina Hirsch, Alderperson Greg Jenson, Citizen Member John Kallas, Mayor Tim Swadley, Citizen Member Dustin Thoren

Excused: None

Absent: None

Others Present: Stoughton Director of Finance & Comptroller Jamin Friedl, Stoughton Utilities Assistant Director Brian Hoops, Stoughton Utilities Director Jill Weiss

Call to Order: Utilities Committee Chairperson David Erdman called the regular Stoughton Utilities Committee Meeting to order at 5:30 p.m.

Utilities Committee Consent Agenda: Stoughton Utilities staff presented and discussed the Stoughton Utilities Committee consent agenda items.

Motion by Hirsch, the motion seconded by Heili, to approve the following consent agenda items as presented:

- a. Draft Minutes of the May 15, 2020 Regular Utilities Committee Meeting
- b. Stoughton Utilities May Payments Due List Report
- c. Stoughton Utilities April Financial Summary
- d. Stoughton Utilities April Statistical Report
- e. Stoughton Utilities May Activities Report
- f. Communications

The motion carried unanimously 7 to 0.

Status of the Utilities Committee recommendation(s) to the Stoughton Common Council: Stoughton Utilities staff presented and discussed the following items from the Stoughton Utilities Committee that were approved and/or placed on file by the Stoughton Common Council:

Consent Agenda:

1. Draft Minutes of the April 13, 2020 Regular Utilities Committee Meeting
2. Draft Minutes of the April 27, 2020 Special Utilities Committee Meeting
3. Draft Minutes of the May 11, 2020 Special Utilities Committee Meeting
4. Stoughton Utilities April Payments Due List Report
5. Stoughton Utilities February Financial Summary
6. Stoughton Utilities March Financial Summary
7. Stoughton Utilities March Statistical Report

Business:

1. Stoughton Utilities 2019 Audit Reports and Management Letter (Action)
2. Stoughton Wastewater Utility 2020 Rate Adjustment
3. Ordinance to Create Section 74-17 of the City of Stoughton Code of Ordinances, Relating to Replacement of Lead Water Service Lines

Discussion followed.

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Stoughton Utilities 2019 Annual Water Consumer Confidence Report: Stoughton Utilities staff presented and discussed the annual Consumer Confidence Report (CCR). The CCR provides information about Stoughton's drinking water quality and any detected contaminants during the previous monitoring year. Staff discussed the new report format, crediting Utilities Customer Service Technician Brandi Yungen for her creativity in its development. This report will be distributed to customers during the month of June. Discussion followed.

Status Update: Lead Service Line Replacement Programs: Stoughton Utilities staff presented and discussed efforts that have been completed or are currently underway as staff proceeds with the creation of a program to replace lead service lines throughout the City of Stoughton. Efforts include:

- Ongoing discussions with the Wisconsin Department of Natural Resources regarding potential financial assistance programs.
- Lead service line identification and inventory record updates.
- Development and passage of an ordinance declaring lead service lines a public nuisance and mandating their removal.
- Development of a request for qualifications (RFQ) for licensed plumbers and utility contractors interested in participating in the private lead service line replacement program.
- Reviewing options for replacing publicly-owned lead service lines along West Main Street in the Wisconsin Department of Transportation construction project area.
- Continuation of a public education program, including educational and informational communications to the community on lead service lines, the proposed ordinance, and our annual water quality report.

Discussion followed.

Fiber Optic Communications to Stoughton Utilities Remote Facilities and Equipment: Stoughton Utilities staff presented and discussed communications to the 17 remote facilities, currently accomplished via radio communications. Current communication systems are reaching the end of their useful life and do not provide the utility with sufficient communications capacity for future growth, security, and automation opportunities. Staff is recommending that the utility move forward with dedicated secure fiber optic communications to all facilities. Discussions have been held with TDS Metrocom to obtain dedicated fiber optic communications as part of their system buildout efforts, and these conversations are ongoing. Discussion followed.

Replacement of Public Water Lead Service Lines on West Main Street in Coordination with the Wisconsin Department of Transportation (WDOT) Road Construction Project: Stoughton Utilities staff presented and discussed information regarding the potential replacement of up to 19 public water lead service lines located on West Main Street as part of the Wisconsin Department of Transportation road construction.

The WDOT stated that they did not have any concerns with the replacement of public lead service lines being completed prior to their construction efforts, provided it does not impact their project scheduling or add additional costs for the WDOT.

Due to the schedule requirements, it was recognized that the only contractor that could complete the work in a timeframe that would not delay the WDOT work would be Parisi Construction, as they are the contractor completing the WDOT project. Parisi Construction has the ability to complete the work and does not anticipate any impact to the overall construction schedule.

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A budgetary review of the 2020 Capital Improvement Projects Plan (CIP) shows that there is approximately \$130,000 in the budget that can be reallocated for this project. If all 19 services are replaced, the project costs are anticipated to reach right up to the \$130,000 available

For this project to move forward, the following items need to be acted upon by the Utilities Committee and the Common Council:

- Declare an emergency in which the public health or welfare of the City is endangered
- Reallocate all unused Capital Improvement Monies to the project
- Authorize the construction contract with Parisi Construction
- Approve and authorize the execution of the revised the State/Municipal Financial Agreement for a State-Let Highway Project

Discussion followed.

Determining that Threatened Damage to the Public Water Service Lines by a WDOT Construction Project Has Created an Emergency in Which the Public Health or Welfare of the City is Endangered:

Stoughton Utilities staff presented and discussed a resolution prepared by the Stoughton City Attorney that would declare a public emergency to the public health and welfare of the city due to construction project efforts potentially increasing the levels of lead in the drinking water provided to homes along West Main Street during and following the Wisconsin Department of Transportation road construction project. Discussion followed.

Motion by Heili, the motion seconded by Hirsch, to determine that threatened damage to the public water service lines by a Wisconsin Department of Transportation (WDOT) road construction project has created an emergency in which the public health or welfare of the city is endangered, and recommend the Stoughton Common Council determine the same and adopt the corresponding resolution at their June 23, 2020 meeting. The motion carried 7 to 0.

Reallocation of 2020 Water Capital Improvement Project Funding: Stoughton Utilities and City of Stoughton staff presented and discussed funding opportunities to complete the replacement of up to 19 public water lead service lines along West Main Street as part of the Wisconsin Department of Transportation road rehabilitation project. The approved 2020 CIP included \$75,000 for the replacement of public lead service lines. An estimated \$1,500 of this was allocated to other lead service line projects to occur in 2020. Staff estimates that the total cost for the proposed replacement these lead service lines is approximately \$130,000, leaving a lead service line replacement budget deficit of approximately \$56,500.

Additional funds of \$25,000 resulting from the water system work on the Prospect Street Project being bid under-budget, \$11,000 resulting from a cancelled hydrant relocation on Roby Road, and \$21,000 for valve adjustments that will be completed internally rather than subcontracted out are available to be reallocated towards this project. Combined, the approved 2020 CIP funds are sufficient to fund the proposed replacement of lead service lines along West Main Street. Discussion followed.

Motion by Hirsch, the motion seconded by Jenson to approve the reallocation of approved 2020 CIP funds, and recommend adoption of the corresponding resolution to the Stoughton Finance Committee and Stoughton Common Council at their June 23, 2020 meetings. The motion carried 7 to 0.

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Award of 2020 Water Service Line Replacement Construction Contract 5-2020 to Parisi Construction Co., Inc.:

Stoughton Utilities staff presented and discussed the construction contract to complete the replacement of up to 19 public water lead service lines along West Main Street as part of the Wisconsin Department of Transportation (WDOT) road rehabilitation project.

The WDOT has stated that they have no concerns with the replacement of public lead service lines being completed prior to their construction efforts, provided it does not impact their project scheduling or add additional costs for the WDOT. Due to the schedule requirements, the only contractor that can complete the work in a timeframe that would not delay the WDOT work is the WDOT contractor, Parisi Construction Co., Inc. Parisi Construction Co., Inc. has stated they have the ability to complete the work and do not anticipate any impact to the overall construction schedule.

Using the unit costs provided by Parisi Construction Co., Inc., the estimated total cost for the proposed replacement of 19 lead service lines along West Main Street is approximately \$130,000. Discussion followed.

Motion by Jenson, the motion seconded by Hirsch, to approve and enter into an agreement with Parisi Construction Co., Inc. for the 2020 Water Service Line Replacement Construction Contract 5-2020 for the per-unit contractual amount of up to \$130,000.00, and recommend adoption of the corresponding resolution to the Stoughton Common Council at their June 23, 2020 meeting. The motion carried 7 to 0.

Revised Agreement with WDOT for USH 51 Rehabilitation from Page Street to Hoel Avenue:

Stoughton Utilities staff presented and discussed the existing financial cost-sharing agreement between the City of Stoughton and the Wisconsin Department of Transportation (WDOT) for the road rehabilitation of West Main Street / US Highway 51 between Page Street and Hoel Avenue.

Staff informed the committee that in order for Stoughton Utilities to proceed with the replacement of public water lead service lines on West Main Street prior to the start of WDOT work, a revised agreement must be approved that would require that if any additional costs are incurred by the WDOT as a result of the lead service line replacement work, the City of Stoughton will be responsible for those additional costs. These costs would be paid by the Stoughton Water Utility. This new agreement will supersede previous agreements on this project. Discussion followed.

Motion by Heili, the motion seconded by Kallas, to approve the revised State/Municipal Financial Agreement for a State-Let Highway Project with the Wisconsin Department of Transportation for USH 51 Rehabilitation from Page Street to Hoel Avenue, and recommend adoption of the corresponding resolution to the Stoughton Common Council at their June 23, 2020 meeting. The motion carried 7 to 0.

Utilities Committee Future Agenda Items:

Staff informed the committee that upcoming meeting topics include an update on customer collections in response to COVID-19 public health crisis, the annual wastewater collection system maintenance annual report (CMAR), updates on ongoing efforts to establish secure fiber communications to remote facilities, updates on the lead service line replacement program, and environmental sustainability. Discussion followed.

Adjournment: Being no further business before the committee, the Chair adjourned the regular Stoughton Utilities Committee Meeting at 6:30 p.m.

Respectfully submitted

Brian R. Hoops
Stoughton Utilities Assistant Director