

CAMBRIDGE WATER, SEWER AND STORMWATER COMMITTEE
AGENDA
Amundson Community Center
6:30pm.
APRIL 20, 2021

Telephone: **Dial-in number (US):** (727) 731-3716

Access code: 6866292#

Online: **Join the online meeting:** <https://join.freeconferencecall.com/bgoeckner>

Online meeting ID: bgoeckner

1. **Call to Order/Roll Call**
2. **Proof of Posting**
3. **Approval of Consent Agenda**
4. **Approval of Bills**
 - a. Meeting minutes from March 16, 2021
5. **Reports**
 - a. Utility Clerk
 - b. Director of Public Works
6. **Old Business/ Discussion and Possible Action Regarding:**
 - a. Water System Maintenance
 - b. Update on test results
7. **New Business/ Discussion and Possible Action Regarding:**
 - a. Milton Rentals – water leak behind Motel
 - b. Recommendation for Media Replacement for Well #2
8. **Public Comment**
9. **Questions, Referrals to Staff or Future Agenda Items**
10. **Adjournment**

CAMBRIDGE WATER, SEWER AND STORMWATER COMMITTEE MINUTES

Amundson Community Center

6:30pm.

MARCH 16, 2021

1. **Call to Order/Roll Call:** Ted Kumbier called the meeting to order at 6:32pm. Members present: Larry Gunseor, Steve Johnson, Wyatt Ross, and Ted Kumbier. Member absent: Paul Buday. Others present: Joe DeYoung from MSA, Mike Reiber and Nick Maas from Dancing Goat Distillery, Beau Bunce, Fred Swanson, Sean Dotson. Mary McNally Village President. Village Staff: Lisa Moen, Jeff Wright, and Vicki Redford.

2. **Proof of Posting:** Agendas were posted in the upper and lower levels of the Amundson Community Center, Hometown Bank, Cambridge Post Office, and the Village website.

3. **Approval of Consent Agenda:**

- a. Meeting Minutes from February 16, 2021

Gunseor made a motion to accept the consent agenda as presented. Rose seconded the motion. Motion carried on a 4-0 vote.

4. **Approval of Bills:**

Johnson made a motion to accept the bills in the amount of \$75,917.64. Gunseor seconded the motion. Motion carried on a 4-0 roll call vote.

5. **Reports**

- a. Utility Clerk: ABT, the company that prints and mails our Water & Sewer bills for us accidentally mailed out February bills again instead of March. The next day and they mailed out the correct bill for March. I emailed ABT and requested we not be billed for March mailings because of the error. They agreed to waive the charge for our March billing of \$473.82. I have been working on audit preparation as well as my other daily and monthly duties.

Jeff Wright joined the meeting a little late due to not being able to get onto the conference call. Joe DeYoung started with an update. DeYoung told the committee that there was a leak in the water tower. The recirculation pipe needed to be replaced. Wright entered the meeting at 6:44pm.

- b. Director of Public Works: Wright said he did take training classes but will get his certification at a later date, due to Covid-19. There is continued daily tests and weekly water testing being done. The water softener tanks were cleaned as well.

6. **Old Business/ Discussion and Possible Action Regarding:**

- a. Water System Maintenance: Wright started by telling the committee that the water tower leak was found on February 24th and was fixed by March 2nd. Safe samples were taken, and a full inspection of the water tower was submitted to the DNR. The tower passed inspection and is good for 5 years. There was question of the iron level. Wright said the iron level is tested twice a week and is treated accordingly. Wright explained to the committee that the water softener filters were cleaned last week by CTW, But the water did not change with the softener cleaning. Safe samples were taken, and the water softener was back online the morning of March 12th. The committee

members discussed what could be causing the water quality issues. DeYoung said manganese is the next thing we will be looking into. DeYoung said there are three things that we will be focusing on this next month.

1. Set up a temporary filter system at the Dancing Goat Distillery to evaluate the removal of manganese.
2. Set up a meeting with WQI to optimize the operation of Well #2 treatment operations.
3. Complete uni-directional flushing in the community for the next few weeks.

Committee member Rose wanted to know if there are scheduled dates for these tasks. DeYoung explained that we react to test results. Depending on how specific test results come back will determine our next task. Gunseor asked about bids on media replacement. DeYoung said that is going to be a few months away. He said we will see what the result of manganese removal is first.

- b. **Water Testing/Flushing Private Lines:** There was discussion of the importance of flushing lines. Director Wright said they will be flushing as much as they can in the weeks to come. It will be advertised to the public. Joe DeYoung said this is important for the whole community.

DeYoung discussed coming to an agreement with the Dancing Goat regarding sewer credit for water that is not used. Nick Maas asked if this would replace the agreement the Dancing Goat Distillery has with the Village. DeYoung said credits on sewer will be determined by the Water & Sewer Committee and can be re-evaluated at any time. There was discussion about crediting the water as well. Administrator Moen suggested that because the PSC does not allow water credit, the Village could pay the water consumption when we request testing as well as give a sewer credit to the Dancing Goat Distillery.

Rose made a motion for the Village to make payment to the Dancing Goat Distillery for water usage when testing is requested by the Village. Sewer will also be credited. Staff will read the meter before and after the testing to ensure accurate payment. Kumbier seconded the motion. Motion carried on a 4-0 roll call vote.

7. New Business/ Discussion and Possible Action Regarding: None

- 8. Public Comment:** President McNally received a compliment for the Public Works department on the work they did with a sewer backup on Chickadee Drive.

9. Questions, Referrals to Staff or Future Agenda Items:

1. Water testing/flushing
2. Update on test results

Mike Reiber asked if he could see the daily chlorine testing reports. Director Wright will send him copies of the reports.

10. Adjournment:

Kumbier made a motion to adjourn the meeting. Gunseor seconded the motion. Kumbier adjourned the meeting at 7:45pm.

*Vicki Redford
Utility Clerk*

4/16/2021 9:35 AM

Check Register - Full Report - ALL
ALL ChecksPage: 1
ACCT

HOMETOWN BANK GENERAL OPERATING

Dated From: 4/20/2021

From Account:

Thru: 4/20/2021

Thru Account:

Check Nbr	Check Date	Payee	Amount
20183	4/20/2021	ABT Mailcom	
APRIL BILLS			
500-00-53700-681-100		POSTAGE	158.28
		APRIL BILLS	39142
600-00-53700-851-300		POSTAGE EXPENSE	158.30
		APRIL BILLS	39142
800-00-58100-681-100		POSTAGE	158.30
		APRIL BILLS	39142
Total			474.88
20184	4/20/2021	CAMBRIDGE ACE HARDWARE	
SUPPLIES			
500-00-53700-640-000		SUPPLIES AND EXPENSES	10.46
		SUPPLIES	B99899
500-00-53700-650-000		REPAIRS/MAINT TO WATER PLANT	11.18
		PAIL/SUPPLIES	B100190
500-00-53700-630-000		CHEMICALS	11.98
		LIQUID CHLORINE X 2	B100639
100-00-55200-240-000		PARK - NO MOW AREA MAINT	15.99
		BULBS	B100658
100-00-55200-240-000		PARK - NO MOW AREA MAINT	15.58
		MOP/SUPPLIES	B100684
Total			65.19
20185	4/20/2021	Cambridge Gas	
GAS			
500-00-53700-660-000		VEHICLE/FUEL EXPENSES	89.93
		GAS	318
600-00-53700-827-000		OPERATING SUPPLIES & EXPENSES	89.94
		GAS	318
Total			179.87
20186	4/20/2021	CAMBRIDGE/OAKLAND WASTEWATER COMMISSION	
MARCH 2021			
600-00-53700-824-000		PAYMENTS TO COWC	58,717.90
		MARCH 2021	MARCH 2021
Total			58,717.90
20187	4/20/2021	CARGILL INC	
KD CRSE SO BULK			

4/16/2021 9:35 AM

Check Register - Full Report - ALL

Page: 2

ALL Checks

ACCT

HOMETOWN BANK GENERAL OPERATING

Dated From: 4/20/2021

From Account:

Thru: 4/20/2021

Thru Account:

Check Nbr	Check Date	Payee	Amount
500-00-53700-630-150		CHEMICALS - SALT	2,103.06
		KD CRSE SO BULK	
		2906129662	
		Total	2,103.06
20188	4/20/2021	Core & Main	
		H10896N METER CPLG NO LEAD	
500-00-53700-650-420		METER REPLACEMENTS- STOCK	571.98
		H10896N METER CPLG NO LEAD	
		N908581	
500-00-53700-640-000		SUPPLIES AND EXPENSES	81.12
		CURB BOX LID	
		N908581	
500-00-53700-630-300		HYDRANT EQUIPMENT	-130.00
		21T069P/6 MJXPE 90 C153 USA	
		N942642	
		Total	523.10
20189	4/20/2021	CTW CORPORATION	
		RELIEF VALVE/ENGINEER LABOR	
500-00-53700-635-000		TOWER REPAIRS & MAINT	1,215.00
		RELIEF VALVE/ENGINEER LABOR	
		39989	
500-00-53700-682-310		OUTSIDE SERV- WELL PROJECT	1,282.50
		ENGINEER LABOR TESTS ON WELL #3	
		39988	
500-00-53700-650-600		WATER TREATMENT EQUIPMENT	380.00
		LAB ANALYSIS OF FILTER MEDIA	
		40003	
		Total	2,877.50
20190	4/20/2021	DIGGERS HOTLINE INC	
		MARCH 2021	
500-00-53700-689-100		DIGGERS HOTLINE EXPENSES	64.38
		MARCH 2021	
		210 3 46201	
		Total	64.38
20191	4/20/2021	FARRAR, LEE	
		STATE LABS/ MILAGE X 4	
500-00-53700-660-000		VEHICLE/FUEL EXPENSES	71.68
		STATE LABS/ MILAGE X 4	
		4-20-2021	
		Total	71.68
20192	4/20/2021	L. W. ALLEN LLC	
		SVC LABOR/BRINE LEVEL TRANSDUCER	
500-00-53700-650-000		REPAIRS/MAINT TO WATER PLANT	460.00
		SVC LABOR/BRINE LEVEL TRANSDUCER	
		106680	

4/16/2021 9:35 AM

Check Register - Full Report - ALL

Page: 3

ALL Checks

ACCT

HOMETOWN BANK GENERAL OPERATING

Dated From: 4/20/2021

From Account:

Thru: 4/20/2021

Thru Account:

Check Nbr	Check Date	Payee	Amount
500-00-53700-650-000		REPAIRS/MAINT TO WATER PLANT	1,176.00
		PRESSURE TRANSMITTER 106680	
500-00-53700-650-000		REPAIRS/MAINT TO WATER PLANT	31.28
		MILEAGE 106680	
600-00-53700-682-300		OUTSIDE SRVCS - ENGINEERING	356.44
		SVC LABOR-LOW TEMP THERMOSTAT-MILEAGE 106686	
Total			2,023.72
20193 4/20/2021 MARTELLE WATER TREATMENT			
SODI HYPOCHLORITE BLK/HYDROFLU ACID BLK			
500-00-53700-630-000		CHEMICALS	225.70
		SODI HYPOCHLORITE BLK/HYDROFLU ACID BLK 21360	
Total			225.70
20194 4/20/2021 MSA PROFESSIONAL SERVICES			
DAVE MAGNUSSEN OPERATOR TRAINING/MILEAGE			
500-00-53700-682-000		OUTSIDE SERVICES EMPLOYED	2,212.62
		DAVE MAGNUSSEN OPERATOR TRAINING/MILEAGE R09310008.0-6	
500-00-53700-682-300		OUTSIDE SERVICES - ENGINEERING	3,257.50
		DANCING GOAT/WATER QUALITY IN COMMUNITY R09310010.0-4	
Total			5,470.12
20195 4/20/2021 NORTHERN LAKES SERVICE, INC			
DRINKING WHATER ANALYSIS			
500-00-53700-640-000		SUPPLIES AND EXPENSES	153.20
		DRINKING WHATER ANALYSIS	
500-00-53700-682-000		OUTSIDE SERVICES EMPLOYED	270.00
		RADIOACTIVITY GROSS ALPHA/RADIUM/URANIUM	
Total			423.20
20196 4/20/2021 OAKLAND SANITARY DISTRICT			
MARCH 2021			
600-00-53700-822-000		PAYMENTS TO REGIONAL PLANT	453.50
		MARCH 2021 MARCH	
Total			453.50
20197 4/20/2021 TONKA WATER			
FIELD SERVICE/TRAVEL/PER DIEM			
500-00-53700-682-310		OUTSIDE SERV- WELL PROJECT	2,600.00
		FIELD SERVICE/TRAVEL/PER DIEM INV590686	

4/16/2021 9:35 AM

Check Register - Full Report - ALL

Page: 4

ALL Checks

ACCT

HOMETOWN BANK GENERAL OPERATING

Dated From: 4/20/2021

From Account:

Thru: 4/20/2021

Thru Account:

Check Nbr	Check Date	Payee	Amount
Total			2,600.00
20198 4/20/2021 USA BLUE BOOK HARDNESS BUFFER SOLUTION			
500-00-53700-640-000		SUPPLIES AND EXPENSES	32.67
		HARDNESS BUFFER SOLUTION 550987	
500-00-53700-630-000		CHEMICALS	77.88
		ACID PHENANTHROLINE 563375	
Total			110.55
20199 4/20/2021 WATER QUALITY INVESTIGATIONS CLEAN SOFTENER MEDIA&TESTING WELL#2			
500-00-53700-682-310		OUTSIDE SERV- WELL PROJECT	10,042.57
		CLEAN SOFTENER MEDIA&TESTING WELL#2 0421-07	
Total			10,042.57
20200 4/20/2021 WISCONSIN STATE LABORATORY OF HYGIENE FLUORIDE SAMPLE			
500-00-53700-682-000		OUTSIDE SERVICES EMPLOYED	26.00
		FLUORIDE SAMPLE 670878	
500-00-53700-682-000		OUTSIDE SERVICES EMPLOYED	144.00
		SAMPLES/IRON,MANGANESE ECT. 670060	
Total			170.00
Grand Total			86,596.92

4/16/2021 9:35 AM

Check Register - Full Report - ALL

Page: 5

ALL Checks

ACCT

HOMETOWN BANK GENERAL OPERATING

Dated From: 4/20/2021

From Account:

Thru: 4/20/2021

Thru Account:

Amount

Total Expenditure from Fund # 100 - VILLAGE GENERAL FUND	31.57
Total Expenditure from Fund # 500 - WATER UTILITY	26,630.97
Total Expenditure from Fund # 600 - SEWER UTILITY	59,776.08
Total Expenditure from Fund # 800 - STORMWATER UTILITY	158.30
Total Expenditure from all Funds	86,596.92

4/16/2021 9:36 AM

Check Posting Control Report

Page: 1

ALL Checks

ACCT

Posting Date: 4/20/2021

HOMETOWN BANK GENERAL OPERATING

Dated From: 4/20/2021

Thru: 4/20/2021

Account Number	Account Code Description	Debit	Credit
100-00-10003-000-000	NEW POOLED CASH		31.57
	Total Expenditure - Fund # 100	31.57	
500-00-10003-000-000	NEW POOLED CASH		26,630.97
	Total Expenditure - Fund # 500	26,630.97	
600-00-10003-000-000	NEW POOLED CASH		59,776.08
	Total Expenditure - Fund # 600	59,776.08	
800-00-10003-000-000	NEW POOLED CASH		158.30
	Total Expenditure - Fund # 800	158.30	
	Total	86,596.92	86,596.92

SUBJECT: Milton Rental's Motel at 101 Jefferson St.

FROM: Vicki Redford, Utility Clerk

MEETING DATE: April 20, 2021

BACKGROUND/ANALYSIS: On April 12, 2021 Shariff Syed called the Village Office. Shariff told me that he had a water issue at his Motel at 101 Jefferson Street. He said the water was running outside the back of the Motel. He said he was certain the water was not going through the sewer system. I told him I would ask the Water Department to investigate. I looked at the water consumption for the Motel and it was higher for the last 3 months. I have included the meter consumption page on the Motel account for reference. The Water Department read the meter on 4-14-2021 and it was 1069000. This is only 5000 gallons usage since April 1st. when meters were read for billing. It appears that there is no longer water leaking.

ACTION REQUIRED: Committee decision for a sewer credit.

Vicki Redford
Utility Clerk

4/13/2021 12:05 PM
UTIL

Meter Information - Full Report
All Accounts/All Meters - By Meter Nbr

Page: 1

From: Account Nbr: 020-0134-00 Route/Seq Nbr: Pressure Zone Cd:
Thru: 020-0134-00

Account Nbr: 020-0134-00 Customer Name: MADISON BAZARRE/MILTON RENTALS LLC
Service Address: 101 JEFFERSON
PSC Classification: Commercial

Meter Nbr: 72811952 Rate Type: 2" Install Date: 1/14/2019
Route/Seq Nbr: 00-2134 Location: Pressure Zone Cd: 00
ROM Serial Nbr: ROM Install Date:
Register ID: 72811952 MXU/MIU ID: 18236012
Utilities: SEWER WATER
Memos: 1st:
2nd:
3rd:

<u>Read Date</u>	<u>Reading</u>	<u>Consumption</u>	<u>Comment</u>
4/01/2021	1064000	34000	Remote Reading
3/01/2021	1030000	79000	Remote Reading
2/01/2021	951000	34000	Remote Reading
1/04/2021	917000	13000	Remote Reading
12/01/2020	904000	12000	Remote Reading
11/03/2020	892000	12000	Remote Reading
9/30/2020	880000	10000	Remote Reading
9/01/2020	870000	13000	Remote Reading
7/30/2020	857000	12000	Remote Reading
7/01/2020	845000	11000	Remote Reading
6/01/2020	834000	23000	Remote Reading
4/29/2020	811000	24000	Remote Reading
3/31/2020	787000	17000	Remote Reading
3/02/2020	770000	25000	Remote Reading
1/30/2020	745000	23000	Remote Reading
1/02/2020	722000	23000	Remote Reading
12/02/2019	699000	30000	Remote Reading
10/31/2019	669000	31000	Remote Reading
9/30/2019	638000	22000	Remote Reading
9/03/2019	616000	27000	Remote Reading
7/31/2019	589000	23000	Remote Reading
7/01/2019	566000	24000	Remote Reading
5/30/2019	542000	20000	Remote Reading
5/02/2019	522000	27000	Remote Reading
3/28/2019	495000	17000	Remote Reading
3/04/2019	478000	23000	
2/01/2019	455000	12000	Remote Reading
1/14/2019	443000	0	New Meter

VILLAGE OF CAMBRIDGE
SEWER CREDIT POLICY

Policy subject: Sewer Bill Adjustments
Issued: February 19, 2019
Effective: February 20, 2019

PURPOSE: To clarify and record the Cambridge Water and Sewer Utility's policy regarding the granting of sewer bill adjustments.

Statement of Policy:

1. Pursuant to Section 185.35(6) of the Public Service Commission Administrative Code, the Cambridge Water and Sewer Utility (Utility) may provide a discounted flow charge for sewer service. The Utility shall provide no discount flow charge for water service.
2. If a leak unknown to the customer is discovered in an appliance, fixture or the plumbing, the Utility may provide a discount on the sewer as outlined below. When a leak is discovered, the customer must submit to the Water, Sewer and Stormwater Committee (the Committee) a request for a credit. The adjustment will be on the next bill following affirmative action by the Committee only if by majority vote the Committee determines that it has received adequate proof that a leak did occur, and it has been corrected. This will be a one-time adjustment for sewer service; no additional adjustments will be made for service supplied.
3. The Utility will compare the usage in the month in question with the average usage over the prior two years. A 50% sewer usage credit will be provided for the amount billed over the average usage. As stated above, this will be a one-time credit.

VILLAGE OF CAMBRIDGE WATER AND SEWER UTILITY

P.O. BOX 99

CAMBRIDGE, WISCONSIN 53523

Items of Discussion

1. Operator's Report –

a. Work completed from March 15 to April 16

- i. Monthly standard testing of water system
- ii. Dancing Goat Distillery Developer's Agreement testing – March 29th
- iii. WQI – 3/22 performed test utilizing a filter to observe water quality / color
- iv. WQI – Evaluated performance and testing at Well #2
 1. Results show excellent removal of iron and manganese
 2. Focused on perchlorinating and testing to optimize treatment
- v. Sanitary Liftstation inspection
 1. LW Allen onsite – No report yet
 2. Concern of build up a within the liftstation bottom that will need to be cleaned.
- vi. Hydrant flushing – 19 hydrants located in the NW corner of the community.
- vii. Derek finished classes for groundwater and distribution
- viii. Dan working on pwer washing to Well #2
- ix. Dan Greve / Dave Magnussen coming April 15th to evaluate capacity for Well #2 and Well #3

b. Action list

- i. Capacity evaluation with MSA
- ii. Spring unidirectional flushing – Early May
- iii. Clean sanitary liftstation
- iv. Testing at the Goat – April 26th
- v. Work on finalizing the maintenance plan for the water system.

2. MSA Assistance – Dave Magnussen

- a. On-site assistance 1-day a week by Dave

3. Water System Maintenance / Water Quality

a. WQI

- i. Testing was completed with a filter at the Dancing Goat. Two tanks were filled.
 1. Observation showed that the filter impacted the water quality
 2. Water has been utilized by the Dancing Goat and shows promise, still verifying.
 3. SEH is currently working with the Dancing Goat on evaluating filters for their operation. Information from the Village's test have been provided to the engineer.
 4. The Village may be able to utilize the information from SEH for potential submittal requirements to WisDNR.
 5. The Dancing Goat intends to use WQI to evaluate the filter used to remove the proteins prior to their tanks.

b. Optimizing Well #2

- i. First and foremost, current testing and requirements by the WisDNR show that the Village of Cambridge is in compliance with drinking water.

VILLAGE OF CAMBRIDGE WATER AND SEWER UTILITY

P.O. BOX 99

CAMBRIDGE, WISCONSIN 53523

ii

-
1. Issues related to change in water quality and usability are being addressed.
 2. The media filter in well #2 is performing very good but show signs of limited life remaining.
 - iii. Work with WQI on chlorine and effectiveness of Well #2
 1. Modified chlorine treatment
 - c. Village of Cambridge Water System
 - i. Maintenance procedures – The Village is learning a lot in regards to their system and understanding the ability of issues developing if not monitored. The Village will be working with WQI and MSA to develop a maintenance plan to be used for planning, budgeting, and record keeping moving forward.
 - d. Dancing Goat Distillery Developer's Agreement
 - i. November 29, 2020 – No violation of secondary standards
 - ii. December 27, 2020 – No violations of secondary standards
 - iii. February 1, 2021 – No violations of secondary standards.
 - iv. February 22, 2021 – No violations of secondary standards.
 - v. March 29, 2021 – No violations of secondary standards.

Summary – The Village of Cambridge will need to provide direction to staff and MSA to address issues related to the media at Well #2. We have an opportunity to modify the existing filter that can assist with the issues observed over the past several years.

4. Well #2

- a. Replacement of media in Well #2
 - i. After the cleaning of the media, results of the water testing have improved.
 - ii. The media still shows signs of needing replacement.
- b. Recommendation
 - i. Authorize MSA and WQI to start working with staff and WisDNR to work through the approval process to replace the media.
 - ii. MSA recommends to utilize a filter that can address the water quality concerns that have been observed in the NW quadrant of the community. A different filter than what is currently used requires coordination with the WisDNR.

5. Dancing Goat

- a. MSA is recommending that we consider looking into a filter to be placed at the Dancing Goat as well. This is not a commitment of funds but a partnership in exploring options to manage water quality from the largest user in the community of water.
- b. Recommendation to request the Dancing Goat to evaluate options for cost and type of filter necessary and meet with the Village for options on how to proceed.