

**City of Oconomowoc
Utility Committee Meeting Minutes – January 26, 2010**

Alderman Antonneau called the meeting to order at 4:00 PM.

Members Present: Aids. Antonneau and Nold

Members Absent: Ald. Larsen

Staff Present: Mayor Sullivan, Diane Gard, Sarah Kitsembel, Tom Steinbach, Steve Roush, Casey Lemke, Ellen Schmidt and Chris Dehnert

2. Minutes of November 24, 2009 and January 5, 2010: Motion by Nold to approve the November 24, 2009 and January 5, 2010 minutes as presented; second by Antonneau. Motion carried 2-0.

3. Consider / recommend amended Ordinance language relating to Sewer and Water Connections and Service for former Town of Summit lands (C) – Steinbach stated the 152 parcels from the Town of Summit have officially been annexed to the City, and a lot of these properties have septic systems and private wells which are not allowed per City ordinance. Thus, it is necessary to amend the City Code regulating sewer and water connections and service to immediately address these newly annexed properties. Specifically, the proposed ordinance covers temporary and permanent connection requirements for sewer and water, development of vacant or undeveloped land, private well abandonment, deferment of costs for sewer and water mains, and compliance by owners of private septic systems with Waukesha County Code as to their systems' maintenance. Steinbach noted the timeframe was set at 12 years for connection after City water is available to a property. This complies with the Southwest area plan and lets property owners know there is a timeline for connection, though he noted it could be longer than 12 years in some areas. Kitsembel clarified connection can be deferred up to 12 years from when water becomes available to the area in question. Gard asked for clarification of vacant land. Steinbach explained unimproved property must have sewer and water on it before the land can be improved. Not all vacant parcels have it available to them now, and Chapman noted this could be a problem for individual lots down the road. He added unforeseen items like this are bound to come up. Gard stated overall the rules are in place to address most situations but some problems may arise which will then have to be addressed by the committee. Steinbach noted that for the Riverline Subdivision language has been included in the proposed ordinance that when the first septic system starts to fail, the City will begin the process of putting a system in to service the area. Homeowners will then be required to hook up to it. If a system would completely fail before the area can be serviced, a temporary system may be allowed. Nold stated he wants to have a plan for this area already in place when the ordinance is passed. Kitsembel noted this is a hard thing to do from an investment perspective. Antonneau agreed with Nold and added a blueprint should be prepared and ready to go. Nold said just the engineering work should get done. Steinbach noted while the main lines are planned, they are not actually engineered at this time. Chapman added part of the ordinance is adopting Division 3 of Article XIII of Chapter 14 of the Waukesha Code of Ordinances as this section sets forth a maintenance program for private sewage systems.

Motion by Nold to recommend to Council the proposed Ordinance language relating to Sewer and Water Connections and Service for former Town of Summit lands; second by Antonneau. Motion carried 2-0.

4. Review Committee Reports: Electric – Lemke reported it has been a quiet month for the utility so far. He pointed out the street lights on Worthington Street from Wisconsin Avenue to Jefferson Street have been replaced with LED lights which staff feel look much more clear. He reviewed the rest of the items from his report included in the packet. Lemke then reported on the 2009 year end reliability numbers which are the second lowest and overall consistent with the last three years. The SAIFI number, which represents the percentage of customers who experience an outage, was .299. The CAIDI number, which represents the length of time a customer is out of service during an outage, was 58. Lemke stated while this number was up from last year, it is actually due to the small number of outages the Utility incurred during 2009. These numbers will be going on the Utility's website. **Water** – Roush referred to his report from the packet. Crews are working on testing the 1.5 and 2" meters, and there was one new meter installed this month so far. They had a customer complaint involving a piece of wood that was discharged from a faucet which turned out to be a part of an aerator gasket. Lastly, there have been 5 water main breaks so far this month with an additional break today on Armour Road, which is the second one

there so far this month. Roush explained they have been keeping track of each break from the time they are notified to when they return to the building. The average time it takes to repair a break is 2 hours and 10 minutes, and the average number of customers affected is 14. **Wastewater** – Steinbach referred to his report in the packet and went into greater detail on the section on the disc filters which were installed and brought on line just over a year ago. He referred to a graph included in the packet which showed how the disc filter upgrade impacted the influent flow numbers positively by reducing the recycled influent flow and increasing the plant's capacity by 350 rec's. The graph also showed the influent flows from 2007 thru 2009, and how the average flow has returned to normal since the wet period of 2008. He also noted wastewater staff has reached 3000 consecutive days with no reportable lost time accidents. He plans to recognize his staff for this milestone at an upcoming Council meeting. Steinbach also explained staff is working on several different projects. They are in the process of doing the annual maintenance on the pump station equipment and are evaluating repair versus replacement of sludge pumping equipment. Staff is also reviewing pre-permit fees and considering alternatives such as basing the fee on the size of the meter. Discussion ensued and Steinbach noted whatever they decide to do the point is to be as accurate as possible. He added there are details that still need to be worked out before this comes before Council, and Gard said they need to make sure whatever they decide to do, it is fair to everyone. Staff is also looking at requiring businesses to install irrigation meters up front. Gard noted this is really in a business' best interests. Lastly, Steinbach said they are planning a sewer rehab project on Main Street from E. Jefferson to Cross Street in conjunction with the 2010 street projects.

5. Staff and Committee Comments: None.

6. Adjourn: Motion by Antonneau to adjourn at 4:35 PM; second by Nold. Motion carried 2-0.

Chris Dehnert, Deputy City Clerk