



CITY OF MERRILL

WATER & SEWAGE DISPOSAL COMMITTEE

AGENDA • WEDNESDAY JANUARY 23, 2019

Regular Meeting

City Hall Council Chambers

5:00 PM

- I. Call to Order
- II. Preliminary Items
 - 1. November & December Vouchers
- III. Agenda Items for Consideration
 - 1. Discussion on lead service line replacement
 - 2. Discussion & recommendation on revising Ordinance Sec 38-152 (a)(5) to address the amount for ammonia-nitrogen charge for excess strength
- IV. Monthly Report
 - 1. Operations Report
- V. Public Comment Period
- VI. Establish date, time and location of next meeting
- VII. Adjournment

PACKET: 07893 wu 12/11/18

VENDOR SET: 01

**** CHECK LISTING ****

BANK : 4 UTILITY A/P

VENDOR	NAME / I.D.	DESC	CHECK TYPE	CHECK DATE	DISCOUNT	AMOUNT	CHECK NO#	CHECK AMOUNT
004374	AgSOURCE COOPERATIVE SERVICES							
	I-2018111230618	AgSOURCE COOPERATIVE SERVICES	R	12/11/2018		322.00CR	161937	322.00
000059	AMERICAN ASPHALT OF WI							
	I-5300044178	AMERICAN ASPHALT OF WI	R	12/11/2018		23,005.00CR	161938	23,005.00
001521	BAY TOWEL, INC							
	I-113018	BAY TOWEL, INC	R	12/11/2018		485.90CR	161939	485.90
000069	BRANDT EXTINGUISHERS RECHARGING & SALES LLC							
	I-010430	BRANDT EXTINGUISHERS RECHARGIN	R	12/11/2018		40.00CR	161940	40.00
002809	CARQUEST OF MERRILL							
	I-113018	CARQUEST OF MERRILL	R	12/11/2018		90.47CR	161941	90.47
000215	CHEMTRADE CHEMICALS US LLC							
	I-92502829	CHEMTRADE CHEMICALS US LLC	R	12/11/2018		3,470.10CR	161942	3,470.10
000381	CITY OF MERRILL							
	I-113018	CITY OF MERRILL	R	12/11/2018		20,000.00CR	161943	20,000.00
001556	CORE & MAIN LP							
	I-113018	CORE & MAIN LP	R	12/11/2018		3,145.86CR	161944	3,145.86
004469	COUNTRYSIDE FENCE &							
	I-203854	COUNTRYSIDE FENCE &	R	12/11/2018		6,442.00CR	161945	6,442.00
000206	DIGGERS HOTLINE							
	I-181 1 56501	DIGGERS HOTLINE	R	12/11/2018		123.20CR	161946	123.20
000212	FASTENAL COMPANY							
	I-113018	FASTENAL COMPANY	R	12/11/2018		51.91CR	161947	51.91
002661	FRONTIER							
	I-113018	FRONTIER	R	12/11/2018		150.35CR	161948	150.35
000224	HYDRITE CHEMICAL CO							
	I-02189226	HYDRITE CHEMICAL CO	R	12/11/2018		1,277.58CR	161949	1,277.58
002849	HYDROCORP							
	I-0050342-IN	HYDROCORP	R	12/11/2018		1,340.00CR	161950	1,340.00

Attachment: November Vouchers (3913 : November & December Vouchers)

PACKET: 07893 wu 12/11/18

VENDOR SET: 01

**** CHECK LISTING ****

BANK : 4 UTILITY A/P

VENDOR	NAME / I.D.	DESC	CHECK TYPE	CHECK DATE	DISCOUNT	AMOUNT	CHECK NO#	CHECK AMOUNT
000751	L W ALLEN LLC							
	I-113018	L W ALLEN LLC	R	12/11/2018		1,287.82CR	161951	1,287.82
000313	LINCOLN CO TREASURER'S OFFICE							
	I-12136	LINCOLN CO TREASURER'S OFFICE	R	12/11/2018		128.77CR	161952	128.77
000351	LOCAL GOVERNMENT INVESTMENT POOL							
	I-113018	LOCAL GOVERNMENT INVESTMENT PO	R	12/11/2018		8,750.00CR	161953	8,750.00
000522	MECHANICAL, INC.							
	I-0053184	MECHANICAL, INC.	R	12/11/2018		365.00CR	161954	365.00
001064	MENARDS - WAUSAU							
	I-113018	MENARDS - WAUSAU	R	12/11/2018		187.48CR	161955	187.48
000041	MERRILL ACE HARDWARE							
	I-113018	MERRILL ACE HARDWARE	R	12/11/2018		205.41CR	161956	205.41
001007	MIDLAND PLASTICS, INC.							
	I-1402999	MIDLAND PLASTICS, INC.	R	12/11/2018		156.25CR	161957	156.25
000540	NAPA AUTO PARTS							
	I-750589	NAPA AUTO PARTS	R	12/11/2018		9.29CR	161958	9.29
000337	NORTH CENTRAL LABORATORIES							
	I-113018	NORTH CENTRAL LABORATORIES	R	12/11/2018		399.58CR	161959	399.58
001891	NORTHERN LAKE SERVICE INC							
	I-113018	NORTHERN LAKE SERVICE INC	R	12/11/2018		3,976.50CR	161960	3,976.50
001979	P B B S EQUIPMENT CORPORATION							
	I-195520	P B B S EQUIPMENT CORPORATION	R	12/11/2018		3,162.52CR	161961	3,162.52
001392	PACE ANALYTICAL SERVICES INC							
	I-1840059083	PACE ANALYTICAL SERVICES INC	R	12/11/2018		994.00CR	161962	994.00
000362	PETERSON BROS. SAND							
	I-13586	PETERSON BROS. SAND	R	12/11/2018		840.00CR	161963	840.00
000586	QUILL CORPORATION							
	I-113018	QUILL CORPORATION	R	12/11/2018		158.87CR	161964	158.87

Attachment: November Vouchers (3913 : November & December Vouchers)

PACKET: 07893 wu 12/11/18

VENDOR SET: 01

**** CHECK LISTING ****

BANK : 4 UTILITY A/P

VENDOR	NAME / I.D.	DESC	CHECK TYPE	CHECK DATE	DISCOUNT	AMOUNT	CHECK NO#	CHECK AMOUNT
004450	SANDHILL CRANE SERVICE LLC							
	I-1880	SANDHILL CRANE SERVICE LLC	R	12/11/2018		541.75CR	161965	541.75
001011	SYNAGRO CENTRAL							
	I-20-133401	SYNAGRO CENTRAL	R	12/11/2018		54,320.00CR	161966	54,320.00
000568	U.S. POSTAL SERVICE							
	I-113018	U.S. POSTAL SERVICE	R	12/11/2018		225.00CR	161967	225.00
000578	USA BLUE BOOK							
	I-749441	USA BLUE BOOK	R	12/11/2018		509.67CR	161968	509.67
000284	VIP ALL-VALUE							
	I-0104996-001	VIP ALL-VALUE	R	12/11/2018		19.99CR	161969	19.99
000299	WAL-MART COMMUNITY/SYNCE							
	I-113018	WAL-MART COMMUNITY/SYNCE	R	12/11/2018		112.80CR	161970	112.80
000587	WI STATE LAB OF HYGIENE							
	I-573370	WI STATE LAB OF HYGIENE	R	12/11/2018		25.00CR	161971	25.00
000656	WISCONSIN PUBLIC SERVICE							
	I-113018	WISCONSIN PUBLIC SERVICE	R	12/11/2018		12,987.89CR	161972	12,987.89

* * T O T A L S * *	NO#	DISCOUNTS	CHECK AMT	TOTAL APPLIED
REGULAR CHECKS:	36	0.00	149,307.96	149,307.96
HANDWRITTEN CHECKS:	0	0.00	0.00	0.00
PRE-WRITE CHECKS:	0	0.00	0.00	0.00
DRAFTS:	0	0.00	0.00	0.00
VOID CHECKS:	0	0.00	0.00	0.00
NON CHECKS:	0	0.00	0.00	0.00
CORRECTIONS:	0	0.00	0.00	0.00
REGISTER TOTALS:	36	0.00	149,307.96	149,307.96

TOTAL ERRORS: 0

TOTAL WARNINGS: 0

Attachment: November Vouchers (3913 : November & December Vouchers)

12/11/2018 3:44 PM
PACKET: 07893 wd 12/11/18
VENDOR SET: 01
BANK : 4 UTILITY A/P

A / P CHECK REGISTER

PAGE: 4

2.1.a

**** CHECK LISTING ****

VENDOR	NAME / I.D.	DESC	CHECK TYPE	CHECK DATE	DISCOUNT	AMOUNT	CHECK NO#	CHECK AMOUNT
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** POSTING PERIOD RECAP **

FUND	PERIOD	AMOUNT
20	12/2018	3,854.30CR
62	12/2018	21,325.31CR
63	12/2018	124,128.35CR
=====		
ALL		149,307.96CR

Attachment: November Vouchers (3913 : November & December Vouchers)

PACKET: 07939 W U EOY 2018

2.1.b

VENDOR SET: 01

**** CHECK LISTING ****

BANK : 4 UTILITY A/P

VENDOR	NAME / I.D.	DESC	CHECK TYPE	CHECK DATE	DISCOUNT	AMOUNT	CHECK NO#	CHECK AMOUNT
004374	AgSOURCE COOPERATIVE SERVICES							
	I-2018121230618	AgSOURCE COOPERATIVE SERVICES	R	1/10/2019		230.00CR	162296	230.00
001521	BAY TOWEL, INC							
	I-123118	BAY TOWEL, INC	R	1/10/2019		522.64CR	162297	522.64
002809	CARQUEST OF MERRILL							
	I-123118	CARQUEST OF MERRILL	R	1/10/2019		76.72CR	162298	76.72
003189	CDW GOVERNMENT							
	I-QKK8417	CDW GOVERNMENT	R	1/10/2019		32.99CR	162299	32.99
000215	CHEMTRADE CHEMICALS US LLC							
	I-92537587	CHEMTRADE CHEMICALS US LLC	R	1/10/2019		3,438.60CR	162300	3,438.60
004366	CRANE ENGINEERING SALES INC							
	I-349176-00	CRANE ENGINEERING SALES INC	R	1/10/2019		4,143.05CR	162301	4,143.05
002926	DC MTRS LLC							
	I-1801	DC MTRS LLC	R	1/10/2019		606.20CR	162302	606.20
000206	DIGGERS HOTLINE							
	I-181 5 56501	DIGGERS HOTLINE	R	1/10/2019		46.40CR	162303	46.40
001115	E&B SCALE CO							
	I-6527	E&B SCALE CO	R	1/10/2019		85.00CR	162304	85.00
000212	FASTENAL COMPANY							
	I-123118	FASTENAL COMPANY	R	1/10/2019		103.08CR	162305	103.08
000632	FERGUSON ENTERPRISES #1550							
	I-123118	FERGUSON ENTERPRISES #1550	R	1/10/2019		608.56CR	162306	608.56
002661	FRONTIER							
	I-123118	FRONTIER	R	1/10/2019		151.88CR	162307	151.88
000224	HYDRITE CHEMICAL CO							
	I-02199505	HYDRITE CHEMICAL CO	R	1/10/2019		1,776.41CR	162308	1,776.41
003804	HYDRO KLEAN							
	I-60867-1A	HYDRO KLEAN	R	1/10/2019		37,435.00CR	162309	37,435.00

Attachment: December Vouchers (3913 : November & December Vouchers)

PACKET: 07939 W U EOY 2018

2.1.b

VENDOR SET: 01

**** CHECK LISTING ****

BANK : 4 UTILITY A/P

VENDOR	NAME / I.D.	DESC	CHECK TYPE	CHECK DATE	DISCOUNT	AMOUNT	CHECK NO#	CHECK AMOUNT
002849	HYDROCOP							
	I-0050698	HYDROCOP	R	1/10/2019		1,340.00CR	162310	1,340.00
001636	L & S ELECTRIC INC							
	I-122818	L & S ELECTRIC INC	R	1/10/2019		911.00CR	162311	911.00
000751	L W ALLEN LLC							
	I-107075	L W ALLEN LLC	R	1/10/2019		36.19CR	162312	36.19
000313	LINCOLN CO TREASURER'S OFFICE							
	I-12183	LINCOLN CO TREASURER'S OFFICE	R	1/10/2019		186.10CR	162313	186.10
000522	MECHANICAL, INC.							
	I-0053296	MECHANICAL, INC.	R	1/10/2019		128.00CR	162314	128.00
000041	MERRILL ACE HARDWARE							
	I-123118	MERRILL ACE HARDWARE	R	1/10/2019		170.32CR	162315	170.32
000328	MERRILL WATER UTILITY							
	I-123118	MERRILL WATER UTILITY	R	1/10/2019		35.19CR	162316	35.19
000911	MOTION INDUSTRIES, INC.							
	I-WI06-689629	MOTION INDUSTRIES, INC.	R	1/10/2019		167.26CR	162317	167.26
000540	NAPA AUTO PARTS							
	I-123118	NAPA AUTO PARTS	R	1/10/2019		26.35CR	162318	26.35
000336	NIENOW ELECTRIC, INC							
	I-123118	NIENOW ELECTRIC, INC	R	1/10/2019		805.00CR	162319	805.00
001891	NORTHERN LAKE SERVICE INC							
	I-347782	NORTHERN LAKE SERVICE INC	R	1/10/2019		333.00CR	162320	333.00
001392	PACE ANALYTICAL SERVICES INC							
	I-123118	PACE ANALYTICAL SERVICES INC	R	1/10/2019		659.00CR	162321	659.00
000586	QUILL CORPORATION							
	I-123118	QUILL CORPORATION	R	1/10/2019		200.78CR	162322	200.78
002178	RESERVE ACCOUNT							
	I-UTILITY MACH.POSTA	RESERVE ACCOUNT	R	1/10/2019		1,000.00CR	162323	1,000.00

Attachment: December Vouchers (3913 : November & December Vouchers)

PACKET: 07939 W U EOY 2018

VENDOR SET: 01

**** CHECK LISTING ****

BANK : 4 UTILITY A/P

VENDOR	NAME / I.D.	DESC	CHECK TYPE	CHECK DATE	DISCOUNT	AMOUNT	CHECK NO#	CHECK AMOUNT
004070	SAND CREEK CONSULTANTS INC							
	I-6601	SAND CREEK CONSULTANTS INC	R	1/10/2019		2,943.94CR	162324	2,943.94
000650	VICTORY JANITORIAL, INC.							
	I-104827	VICTORY JANITORIAL, INC.	R	1/10/2019		135.60CR	162325	135.60
000284	VIP ALL-VALUE							
	I-123118	VIP ALL-VALUE	R	1/10/2019		172.33CR	162326	172.33
000587	WI STATE LAB OF HYGIENE							
	I-577596	WI STATE LAB OF HYGIENE	R	1/10/2019		25.00CR	162327	25.00
003021	WISCONSIN LAND INFORMATION ASSOCIATION							
	I-ANNUAL CONF 2019	WISCONSIN LAND INFORMATION ASS	R	1/10/2019		205.00CR	162328	205.00
000656	WISCONSIN PUBLIC SERVICE							
	I-123118	WISCONSIN PUBLIC SERVICE	R	1/10/2019		12,956.04CR	162329	12,956.04

* * T O T A L S * *

	NO#	DISCOUNTS	CHECK AMT	TOTAL APPLIED
REGULAR CHECKS:	34	0.00	71,692.63	71,692.63
HANDWRITTEN CHECKS:	0	0.00	0.00	0.00
PRE-WRITE CHECKS:	0	0.00	0.00	0.00
DRAFTS:	0	0.00	0.00	0.00
VOID CHECKS:	0	0.00	0.00	0.00
NON CHECKS:	0	0.00	0.00	0.00
CORRECTIONS:	0	0.00	0.00	0.00
REGISTER TOTALS:	34	0.00	71,692.63	71,692.63

TOTAL ERRORS: 0

TOTAL WARNINGS: 0

Attachment: December Vouchers (3913 : November & December Vouchers)

PACKET: 07939 W U EOY 2018

VENDOR SET: 01

**** CHECK LISTING ****

BANK : 4 UTILITY A/P

VENDOR	NAME / I.D.	DESC	CHECK	CHECK	DISCOUNT	AMOUNT	CHECK	CHECK
			TYPE	DATE			NO#	AMOUNT

** POSTING PERIOD RECAP **

FUND	PERIOD	AMOUNT
10	1/2019	68.33CR
20	1/2019	3,276.94CR
62	1/2019	11,192.14CR
63	1/2019	57,155.22CR
=====		
ALL		71,692.63CR

Attachment: December Vouchers (3913 : November & December Vouchers)

PACKET: 07942 W U JAN 2019

VENDOR SET: 01

**** CHECK LISTING ****

BANK : 4 UTILITY A/P

			CHECK TYPE	CHECK DATE	DISCOUNT	AMOUNT	CHECK NO#	CHECK AMOUNT
000381	CITY OF MERRILL							
	I-SWG REPL	CITY OF MERRILL	R	1/10/2019		20,000.00CR	162332	20,000.00
000351	LOCAL GOVERNMENT INVESTMENT POOL							
	I-REVEN.BOND RED	LOCAL GOVERNMENT INVESTMENT PO	R	1/10/2019		8,750.00CR	162333	8,750.00

* * T O T A L S * *

	NO#	DISCOUNTS	CHECK AMT	TOTAL APPLIED
REGULAR CHECKS:	2	0.00	28,750.00	28,750.00
HANDWRITTEN CHECKS:	0	0.00	0.00	0.00
PRE-WRITE CHECKS:	0	0.00	0.00	0.00
DRAFTS:	0	0.00	0.00	0.00
VOID CHECKS:	0	0.00	0.00	0.00
NON CHECKS:	0	0.00	0.00	0.00
CORRECTIONS:	0	0.00	0.00	0.00
REGISTER TOTALS:	2	0.00	28,750.00	28,750.00

TOTAL ERRORS: 0

TOTAL WARNINGS: 0

Attachment: December Vouchers (3913 : November & December Vouchers)

PACKET: 07942 W U JAN 2019

VENDOR SET: 01

**** CHECK LISTING ****

BANK : 4 UTILITY A/P

VENDOR	NAME / I.D.	DESC	CHECK	CHECK	DISCOUNT	AMOUNT	CHECK	CHECK
			TYPE	DATE			NO#	AMOUNT

** POSTING PERIOD RECAP **

FUND	PERIOD	AMOUNT
62	1/2019	8,750.00CR
63	1/2019	20,000.00CR
=====		
ALL		28,750.00CR

Attachment: December Vouchers (3913 : November & December Vouchers)

Sec. 38-152. - Septic/holding tank and leachate rate.

(a) Rates for holding tank waste, septic tank wastes and leachate for discharges are as follows:

- (1) Flow. A rate of \$6.30/1,000 gallons (\$4.72), based on 450 ppm total suspended solids and 750 ppm BOD, to be adjusted annually based on subsection (b) of this section.
- (2) Biochemical oxygen demand. A rate of \$0.43/lb. in excess of normal strength (250 mg/l).
- (3) Total suspended solids. A rate of \$0.56/lb. in excess of normal strength (250 mg/l).
- (4) Phosphorous. A rate of \$3.34/lb. in excess of normal strength (10 mg/l).
- (5) Nitrogen (NH₃-N). A rate of ~~\$0.00~~ ^{\$2.60/lb} in excess of normal strength (10 mg/l).
- (6) Minimum charge.
 - a. Holding tank discharge: A rate of \$8.00/1,000 gallons.
 - b. Septic tank discharge: A rate of \$100.80/1,000 gallons.
 - c. Fixed charge per load regardless of volume or contents: A rate of \$9.25 per load.

(b) Without specific analysis, septic tank concentrations of BOD shall be assumed at 7,000 mg/l and total suspended solids shall be assumed at 15,000 mg/l. Holding tank waste concentrations shall be based on average concentrations determined by each private hauler as a result of tests analyzed on their loads at least once every five loads delivered to the sewage treatment plant. Analysis of septic and holding tank wastes shall be averaged on an annual basis and a flow rate based in gallons or cubic feet will be determined for the succeeding year. The sewage utility shall have the right to test more frequently in its sole discretion. The assumed values of BOD and suspended solids may be adjusted based on any tests so conducted. Any test so conducted shall be done by the wastewater treatment plant laboratory. In the event of a dispute, the private hauler may request and independently test a split sample at a laboratory certified and registered with the state.

(Code 1993, § 9-2-44; Ord. No. 95-06, 3-21-1995; Ord. No. 01-02, 4-10-2001; Ord. No. 2006-32, § 1, 12-12-2006; Ord. No. 2007-23, § 1, 10-9-2007; Ord. No. 2012-07, § 1, 3-13-2012)

Attachment: Revision to Ord Sec 32-152 (a)(5) (3919 : Amount to charge for ammonia-nitrogen)

January 18, 2019

TO: Water & Sewage Committee

FROM: Gabe Steinagel, Utility Manager

RE: Operations Report

Water & Sewer Operations & Water Recycling Operations aka Wastewater Operations

- New primary effluent pump & sampler pump have been installed at the wastewater treatment plant
- Wisconsin Street lift station generator project has been completed
- Preconstruction televising of private laterals is being done in areas where there is anticipated construction
- Working on 2018 PSC Report
- Working on routine meter changes

Respectfully submitted,



Gabe Steinagel
Utility Manager

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Attachment: Operations Report (3915 : Operations Report)