

# **\*\*\*FINANCE MINUTES\*\*\***

March 21, 2023

## **SAUKVILLE POLICE DEPARTMENT AND VIA ZOOM 649 E. GREEN BAY AVE., SAUKVILLE, WI 53080**

Village President Barb Dickmann called the meeting to order at 6:00 p.m.

Julie Friede gave the Statement of Public Notice.

Members: Barb Dickmann-via Zoom, Scott Fischer-present, Trevor Seitz-present, Andy Hebein-present, Richard Belling - present, Jim Nowlen - present and Peter Janus-present

Others Present: Dawn Wagner, Chief Rob Meyer and Julie Friede

### **WWTP - Project Update**

Fischer provided an update on the WWTP- Project. (See Attached)

Fischer stated the WWTP project is on schedule and completion date is scheduled for June 1, 2023.

Fischer stated that a tour will be scheduled when the project is complete.

### **Fire/EMS Update**

Wagner stated the Small Working Group met on Thursday, March 16, 2023, which included the representatives of the Village's Grafton and Saukville, to discuss the recent media coverage as well as in accurate information provided by Port Washington pertaining to the ongoing exploration of a potential consolidation of Fire/EMS Services.

Wagner continued by saying through multiple sources in public meetings and in the media, it appears unclear whether or not Port Washington wishes to continue to study a Fire/EMS services consolidation with Saukville and Grafton.

Wagner explained there have been strong statements from Port Washington made against consolidation efforts, but also that there have been some comments in favor.

Wagner added there are concerns with Port Washington's presentation of draft and incomplete data from the working group as a point of comparison when discussing potential cost of consolidation.

Wagner stated that the Grafton Village Board met on Monday, March 20, 2023 and discussed Fire/EMS services. Grafton would like to move forward by focusing on exploring the potential for consolidation among the two communities (Village of Grafton & Village of Saukville) with a willingness to include additional stakeholder who are truly engaged and interested.

By unanimous consent the Saukville Village Board agreed to move forward by focusing on exploring the potential for consolidation among the two communities (Grafton & Saukville) with the willingness to include additional stakeholders who are truly engaged & interested.

### **Police Department - Garage Door**

Meyer explained the cause of failure was undetermined but more than likely due to age/use as it is approaching 14 years old and has approximately 80,000 cycles.

**Seitz/Hebein made a recommendation** to the Village Board to approve the quote of \$11,385.15 from Rinderle Door Company, for the Police Department Garage Door repair, funding from the Police Dept. Equipment Replacement Fund. Motion Carried.

Fischer questioned if repairs are needed on the other garage door.

Meyer stated the other garage door is still working, he plans to add funds into the 2024 Budget for future repairs.

**Motion to convene to Closed Session pursuant to §19.85(1)(c) and (e), Wis. Stats., for purposes of (1) considering promotion and performance evaluation data of public employees over which the Committee exercises jurisdiction and responsibility.**

**Hebein/Nowlen made a motion** to convene to Closed Session pursuant to §19.85(1)(c) and (e), Wis. Stats., for purposes of (1) considering promotion and performance evaluation data of public employees over which the Committee exercises jurisdiction and responsibility. Roll call vote was taken with all in favor. Motion carried at 6:18 p.m.

#### **RECONVENE TO OPEN SESSION TO TAKE ACTION RELATING TO CLOSED SESSION DISCUSSIONS AND DELIBERATIONS, IF ANY**

**Seitz/Nowlen made a motion** to reconvene to Open Session. Motion carried at 6:38 p.m.

**Seitz/Nowlen made a motion** authorizing the Village Administrator to hire GovHR USA, in the amount not to exceed \$15,000, to assist in the hiring of a new Finance Director/Treasurer within the parameters presented. Funding shall be from the Village's Contingency Fund. Motion Carried.

#### **OTHER MATTERS**

Wagner and Hebein attended the joint Village/City/School Board Meeting on Monday, March 20, 2023.

School District gave an update on their strategic planning initiatives.

Wagner provided an economic update to the group about the Village's two most recent pay-go TIDs, Northern Gateway Project (Ansay Development) and The Crossroads Project (Neumann Development).

Wagner stated the City of Port Washington provided an update regarding future growth areas for the City and their planning efforts related to a future Fire/Police Department facility being built on the west side of the City along the CTH LL corridor.

Hebein stated the Fire/EMS consolidation was also brought up during the meeting. Hebein did advised the School Board that the numbers provided by Port Washington were not accurate, the numbers given were preliminary numbers used by the Fire/EMS working group.

Wagner stated a school board member wanted to thank the Saukville Police Department for their presence at Saukville Elementary School every morning.

Employee Appreciation Event will be on April 5<sup>th</sup> at 7:00 p.m. The event is a celebration/acknowledgement for year of service and there will be a reception to follow.

Public Hearing is scheduled for April 5<sup>th</sup> at 7:00 p.m. for the development of the Premier Economic District.

#### **ADJOURNMENT**

**Nowlen/Hebein made a motion** to adjourn. Motion carried at 6:45 p.m.

Julie Friede  
Village Clerk

## Upgrade progress as of 7/15/22

Staab continues to pour walls weekly.

There is about one month left on wall pours.

Next for the building will be the block, brick, roof, doors and windows.

The roof work is completed on the existing buildings --- Administration, sludge handling, and the secondary. JT roofing in town did an excellent job.

J&H started hanging some wall heaters in the sludge handling building.

In about a month Staab will start working on the aeration system upgrades—gear boxes, bearings, motors, and repainting of aeration hoods and tank piping.

July 19<sup>th</sup> Flytt Company will start rebuilding the head works raw pumps. One pump at a time will be taken out of service.

In the near future Grote painting will hopefully start painting some floor areas.

Energenics has started work on the SCADA controls upgrade.

## Upgrade progress 8/19/2022

Pieper electric has been working on running conduit in the new building. Walls have been completed. Staab needs to finish the stoops and other smaller pours.

Been working on of back filling around the building and compact soil testing during the backfilling.

The water line has been run from the south side of the building to the north side. Next week stab will hook up to the water to the main.

The chemical feed line was run from the building to the interceptor manhole and the other feed line is stubbed out to continue on to the oxidation ditch.

The drain and backwash lines from the filter building are installed to the interceptor manhole.

The third flytt raw pump has been rebuilt and will be installed on Friday Aug 19<sup>th</sup>.

Two out of the six P.L.C.S as part of the complete SCADA upgrade have been updated. The third raw pump control PLC will be installed next week. The Scada project has taken up a lot more time than what was anticipated due to programing logic.

The first week in September the masons will be here to put up the block and brick walls.

The first week in September we should start working on the Oxidation ditch. The work includes gear boxes, motors, billow block bearings, couplings and aerator cover repainting.

Grote painting will start painting some floors and the outer coating on the sludge handling tank. Also the hoods will be around that same time frame.

### Update progress 11/02/2022

For the filter building the following has been completed:

The block and part of the brick have been set.

The walls have been sealed and insulated.

The flow directional gates and valves have been installed.

Stoops are poured.

The electric line has been trenched in from the blower building.

J&H started on the the HVAC units.

The 8000 gallon chemical tank has been set in place.

The hydrant was installed to the edge of the building.

The 2 chemical feed lines were trenched from the building to the oxidation tank.

The roof rubber membrane was installed.

Other process and building work:

All three sets of aerator covers have been blasted and recoated.

A new 1 inch water line was installed in the sludge processing building.

All 3 flytt pumps have been rebuilt.

All new heaters in the sludge processing building have been installed.

All roof top heaters are installed on blower building.

replaced.

Nine new variable frequency drives were installed for the Raw and RAS pumps as well as the aeration units.

The raw pump controls and PLC #3 controls were replaced. We have 3 more PLC control upgrades left as part of the SCADA project completion.

A new raw pump flow meter was replaced.

Several pieces of process control equipment have arrived in October.

We anticipate installing some of the equipment in early December.

### Update Progress 01/10/2023

#### Filter Building:

Brick has been completed.

Roof trim, windows and some doors were installed

HVAC: Gas was run to the building and the heaters, duct work and controls being installed.

Plumbing: piping, sprinkling system, water tampering system, back flows and eye washes being installed.

The Aqua aerobics filters, backwash pumps and actuators are installed.

Phosphorus analyzer installed.

MCC electric panel installed

New chemical pump skids installed

Painted walls in both the chemical building and filter building.

#### Other Process installed:

New U.V. system

New effluent flow meter

Two new sludge pumps and VFDs

New grit screw

New grit classifier

Set one of three aeration gear boxes, motors, pillow block bearings and couplings have been replaced.

Scada 90% complete. The filter building needs to be integrated when ready.

A new monitoring camera was added to monitor the press during run times.

The bar screen compactor and chemical line terminations will be completed in February and March.



## Upgrade progress as of 3/14/23

Sludge handling building:

A new booster reuse pump was installed upstairs.

Two new motors were added to the lower reuse pumps.

A new press flow meter was installed.

Started painting process piping. We hired our own contractor to paint the misc. \$5000 compared to \$20,000 through Stabb.

## Filter building:

The chemical tank was hydro tested and is ready for the first load of chemical.

The plumbing is about 80% complete.

The Chemical line on the oxidation ditch has been installed. It needs to be insulated yet.

Staff is pricing out a set of new steps and protector plates for the new chemical lines.

Electrical and controls are 60% complete.

## Other processes:

Installed a new ceiling dehumidifier in blower building.

Installed a new bar screen compactor in the head works.

The last two sets of gear boxes, bearings and motors are now installed.

A new radar height measuring system was added to the sludge storage tank.

The SCADA update is completed besides a few punch list items. The new filter building SCADA controls will be added prior to the complete start up. Staff did a terrific job with helping get this very long complicated project completed over the last year.