

**CITY OF PORT WASHINGTON  
BOARD OF PUBLIC WORKS  
MINUTES  
TUESDAY, APRIL 12, 2022**

**ROLL CALL:** Chairman Jason Wittek called the Board of Public Works meeting to order at 5:30 pm in the Common Council Chamber at the City Hall. Members present: Alderman Pat Tearney, Alderman John Sigwart, Alderman Mike Gasper, and Phill Bruno. Also, present were Director of Public Works Rob Vanden Noven City Arborist Jon Crain (arriving at 6:07 pm), and Street Commissioner JD Hoile. Present in the audience was: Alderman Dan Benning. Absent and excused: City Administrator Tony Brown, Jim Haley, Wastewater Supt. Dan Buehler, Acting Water Supt. Todd Hayes, and Tom Nanning of City Water.

**Chairman's Business:** There was none.

**Approval of Minutes for March 8, 2022: MOTION BY PAT TEARNEY AND SECONDED BY JOHN SIGWART TO APPROVE THE MINUTES AS PRESENTED. Motion carried unanimously.**

**Public Comments/Appearances:** There was none.

**Old Business:** There was none.

**New Business:**

**A. CONSIDERATION AND POSSIBLE ACTION ON WATER UTILITY SCADA RADIO REPLACEMENT/UPDRADES:** Director of Public Works Rob Vanden Noven and Tom Nanning of City Water discussed this item with the Board Members. The communication radios that are part of the water utility's Supervisory Control and Data Acquisition (SCADA) system are in need of replacement. The existing radios are obsolete and are no longer available. If one radio would fail, it would be very difficult to find a replacement radio. It is not possible to upgrade the radios one at a time as the new radios are not compatible with the existing radios. The only option is to upgrade all of the radios at the same time. The water plant operators rely on the radios to communicate key operational parameters including water pressure, pump operation, and water level in the storage towers to help maintain water service to utility customers. Staff recommends approval of the Energenecs proposal with the purchase to be paid using unspent capital funds from the meter replacement item for a cost of \$17,900. **MOTION BY MIKE GASPER AND SECONDED BY PHILL BRUNO to recommend to the Common Council to approve Energenecs proposal dated April 8, 2022, for replacement radios for a cost of \$17,900 and to amend the capital budget to reduce the item for meter replacement accordingly for the purchase of the replacement radios for the Water Utility SCADA system as presented. Motion carried unanimous.**

**B. CONSIDERATION AND POSSIBLE ACTION ON A PRIVATE LEAD SERVICE LATERAL REPLACEMENT PROGRAM:** Director of Public Works Rob Vanden Noven reviewed this item with the Board Members. He stated that the EPA's Revised Lead and Copper Rules require that utilities inventory existing public and private lead service laterals and create a program for replacement of lead laterals if the 90<sup>th</sup> percentile of annual lead service lateral testing exceeds prescribed limits for lead. Based on the 2020 Public Service Commission (PSC) annual report, the City of Port Washington has 635 public, and 881 private lead services. The Water Utility applied for and

received a forgivable loan from the Wisconsin DNR's Safe Drinking Water Loan Program (SDWLP) Private Lead Service Line (PLSL) Replacement fund to help customers offset the cost of replacing their PLSL. This is the City's first time using the PLSL Replacement funds and developing a PLSL replacement program. Director of Public Works Vanden Noven reviewed the highlights of the PLSL Replacement Funding Program with the Board Members. If this is approved, Staff and City Water will administer the program, reaching out to eligible customers, identify a contractor or contractors to complete the work, and return to the Board of Public Works for contract approval. Staff recommends that the city adopt the proposed Private Lead Service Lateral Replacement Program. **MOTION BY JOHN SIGWART AND SECONDED BY MIKE GASPER to recommend to the Common Council to have the city adopt the proposed private lead service lateral replacement program as presented. Motion carried unanimously.**

**C. CONSIDERATION AND POSSIBLE ACTION ON AN ORDINANCE TO REQUIRE LEAD SERVICE LATERAL REPLACEMENT ON PRIVATE PROPERTY:** Director of Public Works Rob Vanden Noven reviewed this item with the Board Members. He stated that the Utility is taking a proactive approach in protecting consumers health by replacing public and private lead laterals that are in the distribution system. The Utility is developing a Lead Service Line (LSL) Program that will help accelerate the removal of LSL's in the City by working together with private homeowners when financial assistance is available, to replace the Public and Private Lead Service Line (PLSL). The first step in the program is to develop a City Ordinance to help accelerate the replacement of private lead service laterals. The proposed ordinance was modeled after other communities who have passed similar ordinance. The proposed ordinance would require customers with lead and/or galvanized water service laterals to replace their service when the City receives financial assistance to fund PLSL replacement. PLSL's would be required to be replaced at residences and daycare facilities, prioritized as follows: 1) PLSL's located within a water main relay project; and 2) PLSL's in areas where the Utility has already replaced the public portion of the lead service line. The proposed ordinance will allow the City to require replacement of lead service laterals only when funds are available from the DNR's Safe Drinking Water Loan Program (SDWLP), Private Lead Service Line (PLSL) Replacement fund, or similar program. The ordinance will also help the Utility gain additional points in the priority ranking form that is part of the Utility's annual application for grant money from the PLSL Replacement Fund. As more Utilities apply for grant money the more important the priority ranking scores will be for obtaining funds for PLSL replacement. Staff recommends approval. **MOTION BY MIKE GASPER AND SECONDED BY PAT TEARNEY to recommend to the Common Council to approve the proposed ordinance requiring replacement of lead service laterals on private properties as presented. Motion carried unanimously.**

**E. REVIEW MUNICIPAL SEPARATED STORM SEWER (MS4) PERMIT ANNUAL REPORT:** Director of Public Works Rob Vanden Noven reviewed this item with the Board Members. He stated that Each of the 245 municipalities in the State of Wisconsin which are required to be permitted under the MS4 program shall review its an annual report on its activities with the governing body. The MS4 permits require municipalities to reduce polluted storm water runoff by implementing storm water management programs with best management practices. Municipal storm water management programs cover a wide array of activities that occur within a municipality. Director of Public Works Vanden Noven reviewed a list of activities that the city does. This is an information memorandum only. No motion is required. **MOTION BY PAT TEARNEY AND SECOND BY JOHN SIGWART to accept and approve the Municipal Separated Storm Sewer (MS4) Permit Annual Report as presented. Motion carried unanimously.**

**F. URBAN FORESTRY POWERPOINT PRESENTATION:** Director of Public Works Rob Vanden Noven showed a PowerPoint presentation and Parks and Forestry Supt. Jon Crain also showed

a PowerPoint presentation for the Board of Public Works members. Jason Wittek stated that it was a great presentation. Pat Tearney stated that this was an excellent presentation.

**Project Updates: Staff reports for Engineering, Wastewater, Water, Street, City Water, and private developments were attached to the Board of Public Works agenda.**

**Forthcoming Events:** There will be a Tree Climbing Presentation by Jon Crain and others on May 7, 2022, in Veteran's Park.

**ADJOURNMENT: MOTION BY MIKE GASPER AND SECONDED BY PAT TEARNEY to adjourn the meeting at 7:04 p.m. Motion carried unanimously.**