

MINUTES of the
TOWN OF VERONA Utility Commission Board*
Town of Verona Town Hall
335 N Nine Mound Road, Verona
August 24, 2016 5:30 PM

Board Members Present: Dreger, Enburg, Geller, Maxwell
Board Members Absent: Duerst
Staff Present: Wright

1. **Call to Order/Approval of Agenda**

Mark Geller called the meeting to order at 5:30 PM. Motion by Enberg to approve the agenda; 2nd by Dreger. Motion carried.

2. **Approval of meeting minutes from July 12, 2015**

Maxwell moved to approve the budget minutes of the 2015 Utility Commission; 2nd by Enburg. Dreger abstained. Motion carried.

3. **Review Quotes for the Rehabilitation of Manhole #10 in the Town of Verona Sewer District #1**

Clerk/Treasurer Wright noted that he contacted more vendors than those listed on the spreadsheet; only those that expressed an interest are included. Wright further reported that he posted the supporting documents to the Town website on July 21, 2016 and published a notice in the Verona Press on July 28, 2016. The information about the project was also posted online by the Blue Book Building and Construction Network and the Plan Room portion of the La Crosse Builders Exchange website. Wright reviewed the spreadsheet of interested contractors who were supplied the information necessary to prepare quotes. Two quotes were submitted by the deadline of Noon on Friday, August, 19, 2016: Terra proposed rehabilitation of the manhole as recommended in the engineering report prepared by CGC, Incorporated after they conducted a soil boring adjacent to the structure; Capitol Underground proposed replacement of the structure in addition to replacing the affected 10" diameter pipes entering and exiting the structure.

Enburg prefers that the existing manhole be left in place to minimize disturbance of the site. Geller noted that only one quote was received which matches the work requested by the Town. Geller surmised that this is a busy time of year for these firms, which in turn could have reduced the number of quotes received. Based upon the conclusions drawn by the CGC Engineer, there is little fear that the structure will settle further. Although the Town has a responsibility to address the now known deficiency, Geller reasoned that advertising a Request for Quotes in February of 2017 would likely afford this Commission a minimum of two quotes to compare costs for rehabilitation of the existing structure. Clerk/Treasurer Wright stated that he can work with the Town Patrolman to monitor the effluent levels in Manholes 10 and 11 until a bid is approved in the event either needs to be pumped; thereby reducing any risk of basement backups or a sewer system overflow (SSO) event.

Enburg stated that if the majority support the bid submitted by Terra for the rehabilitation of Manhole #10, he would like it to be conditional upon their response regarding what their quote excludes particularly a more detailed definition of obstructions. There was brief discussion regarding the original 2016 Utility District budget; it was noted that this was amended at a meeting held on May 13, 2016 that allowed for up to \$30,000 be transferred from the Utility District Money Market reserve account in the event a quote was approved for work to be completed this year. Approximately \$13,270 remains in this year's budget for root cutting, repair of a displaced tap, and possible relining of damaged pipes if discovered in this year's round of televising.

4. **Action to Approve/Reject Submitted Quotes for the Rehabilitation of Manhole #10**

Dreger moved to reject the submitted quotes and to request that the Clerk advertise in late winter of 2017 for Request for Bids for the repair of Manhole #10 due to the likelihood that the total cost will exceed \$25,000; 2nd Maxwell. Motion carried unanimously. Chair Geller requested that the Commission meet prior to the Regular Town Board meeting on September 6, 2016 to review the projects that had been scheduled this year, a review of the 2016 Utility Budget to Actual, review the proposed bid process, and make decisions; without objection.

5. **Adjourn the Commission Meeting**

Enburg moved to adjourn at 6:00 PM; 2nd by Dreger. Motion carried.

*The Town Board of Supervisors serves at the Utility District Board

Approved: November 22, 2016

John Wright
Clerk/Treasurer, Town of Verona