



OFFICIAL NOTICE AND AGENDA
of a meeting of a City Board, Commission, Department
Committee, Agency, Corporation, Quasi-Municipal
Corporation, or Sub-unit thereof.

A Meeting of Wausau Water Works Commission will be held in the
Council Chambers, 1st Floor City Hall, Wausau, WI 54403 at 1:30 p.m. on
Monday, July 10th, 2023.

Members: Katie Rosenberg (President), Dawn Herbst, Jim Force, Joe Gehin, John Robinson

AGENDA

1. Approve Minutes of June 6th 2023 Meeting.
2. Director's Report on Utility Operations
 - Update: 2023 Lead Service Line Replacement Pilot Program
 - Update: Private Side LSLRP Project and RFQ for Developing a Public/Private Partnership
 - Update/Summary: Water Research Foundation (WRF) Seminar on PFAS Research and Development for Wastewater Biosolids
 - Update: 2023-2025 Biennial Budget Impacts
 - Wastewater Facility Construction Update
 - Wastewater Discharging Quality Effluent
 - Wastewater 2022 CMAR (Compliance Maintenance Annual Reporting) Submitted
 - Wastewater WPDES (Wisconsin Pollutant Discharge Elimination System) Permit Submitted
 - Wastewater Collection System Technician (Sewer Maintainer)- Still Vacant
 - Wastewater Plant Operations Technician- Retiree- Vacant
 - Hiring/Training New Staff Challenges
3. Discussion and Possible Action Approving the Sole Sourcing of Polymer for the new Belt Filter Presses and Gravity Belt Thickeners from Midwest Chemical.

Adjourn.

**Next meeting scheduled for August 7th at 1:30 P.M.*

Signed by: /s/ Katie Rosenberg, Mayor
Presiding Officer or Designee

THIS NOTICE POSTED AT CITY HALL AND EMAILED TO CITY PAGES AND DAILY HERALD: July 6th, 2023 at 9:00 a.m.

This meeting is being held in person. Members of the public who do not wish to appear in person may view the meeting live over the internet, cable TV, Channel 981, and a video is available in its entirety and can be accessed at <https://tinyurl.com/wausaucitycouncil>. Any person wishing to offer public comment not appearing in person may e-mail gina.vang@ci.wausau.wi.us with "Water Commission Public Comment" in the subject line prior to the meeting start. All public comment, either by email or in person, will be limited to items on the agenda at this time. The messages related to agenda items received prior to the start of the meeting will be provided to the Chair.

In accordance with the requirements of Title II of the Americans with Disabilities Act of 1990 (ADA), the City of Wausau will not discriminate against qualified individuals with disabilities on the basis of disability in its services, programs or activities. If you need assistance or reasonable accommodations in participating in this meeting or event due to a disability as defined under the ADA, please call the ADA Coordinator at (715) 261-6622 or ADAServices@ci.wausau.wi.us to discuss your accessibility needs. We ask your request be provided a minimum of 72 hours before the scheduled event or meeting. If a request is made less than 72 hours before the event the City of Wausau will make a good faith effort to accommodate your request.



Minutes of June 6, 2023

A meeting of the Wausau Water Works Commission was called to order at 1:30 p.m. in City Hall on Tuesday, June 6th, 2023. In compliance with Wisconsin Statutes, this meeting was posted and receipted for by the Wausau Daily Herald on June 1st, 2023.

Members Present: President Rosenberg, Commissioners Herbst, Robinson, Force
Others Present: Eric Lindman, Scott Boers, Ben Brooks, Anne Jacobson, Valerie Swanborg, James Henderson, MaryAnne Groat, Tonia Westphal/ Clark-Dietz, Joe Kafczynski/ BecherHoppe.
Via WebEx: Susan Wojtkiewicz/Donohue

1) Approve Minutes of May 1st 2023 Meeting.

Herbst motioned to approve minutes. Seconded by Force.
Motion carried 4-0.

2) Director's Report on Utility Operations.

Lindman began with the staffing needs assessment. This was previously brought forward to the commission to work with MEUW to get a training program established with them. There were some issues with the contract through legal that were unable to be resolved, so we're back to square one. CVMIC was contacted by HR and do have the ability to assist us. So, we will be working through CVMIC hopefully, to get a program established. One of the nice things is that we did get an assessment done through MEUW which they provided to us for water, wastewater and the streets division giving us a basis to start and work with CVMIC.

Force asked what CVMIC stands for. Lindman replied it's the insurance company for the city.

Lindman provided an update for the lead service line replacement pilot plan. We are out to bid now on the city side. We've done outreach, both door to door and mailings, and partnered with Clark Dietz to do that; city staff was present for door to door contacts. .

Robinson advised they talked about reaching out to the local elected officials in advance because he and Alder Diny were not notified. It would be helpful in the future as people come to them with questions. Lindman responded that we will do that.

Force asked about the LSL outreach and the chart in the packet. The numbers look ironically familiar to the numbers we've seen before on lead service lines regarding acceptance by homeowners, we're at less than 50%. Does that mean that these other homes are not going to participate? Are we looking to bring that number of opt-in's up and if so, how do we do that? Lindman explained that on the chart, there were 99 dwellings. 9 of those homes did not need work, so we're working with 90 properties. The ones that have opted in have signed the Right of Entry form. We are waiting on 40 to opt-in, so there are 20 that we do not have confirmation of participation on. Force asked so the waiting to opt-in means they've opted in to participate but just haven't signed the paperwork. Lindman confirmed that is correct. Force stated we're batting 69

out of 90. Lindman confirmed that's correct. It's much better than before and we are continuing to reach out. We will have door hangers, there are some people that work into the evenings. They have shown interest, but we need to work with them to get the paperwork signed. He believes that number of 20 will go down. We are compiling information as we work through this. There's been a lot of interest in the replacement of the sanitary sewer so that will be included in our communication moving forward. That will be solely on the homeowner to do that portion of the work. Force asked if they must have the sewer line replaced. Lindman replied that they don't have to, that is their choice. Lindman explained that in the contract that is out for bid right now, it is requiring the plumber to video the sanitary line before and after the work is done, unless that line is being replaced. Force asked if we know how many of these 69 lines are going to be trenchless as opposed to open pit? Lindman advised we don't, we are leaving that up to the contractor with their conversations with the homeowner.

Lindman stated that he attended the Regulatory Affairs Seminar. He was part of a panel of 3 other communities that answered questions of the group and gave their stories as it relates to PFAS and the impact that Wausau has had. Before that, there was a full day of different information from different entities and federal/state governmental agencies. There was a lot of good information as far as what we can predict, what's coming down the road and what's in the works right now. Robinson asked about the regulatory compliance requirements and how we're proposing to address the monitoring and tracking of grant administration, expenses, and other things. How are we going to ensure regulatory compliance or grant compliance? Lindman stated that we work heavily with finance to make sure that we are meeting the requirements for all the different grants that we potentially apply for. Whether that's through the bidding, the application process, etc. Most of this money is coming through the state, so the state is providing us the documentation. One of the challenges that we have as staff is that because the funding doesn't come directly to us, it's a painstaking process to apply. DNR is one of them which requires full application, plans, everything. City Council had approved an amount of carryover funds for us to hire consultants to help us out with the application process to ensure that they're timely and all of the information is there. Depending on which projects they are and which consultants we are working with, we have contracts established with them on a time and materials basis. With the reimbursement resolutions that you'll see today too, those costs may be reimbursed if those projects are approved through the state. Those are costs that we may get back.

Lindman said there was an update request as far as the solar project. There have been 2 solar task force meetings, the next one is June 21st. The task force has asked for some additional information. We will be compiling that in a meeting packet for them. Henke is chairing that, has been great to work with and focusing to get goals set so that project can move forward with public outreach which we're hoping can get going yet this summer.

Lindman advised one of the items that has come up since Workday has been in place is how staff is being paid overtime. In the past it has come up too, in streets and other divisions within the department. He will be working with HR and if any changes are needed, they will come through HR and the HR Committee, we are working with Henderson on that.

Force remembers a couple meetings ago they approved an increased rate of PFAS testing but he hasn't heard anything about that. Rosenberg responded that it was approved to start the increased testing in June. Boers added that we are doing that, we just received our bottles.

Herbst indicated that as she was reading the report from Boers regarding the employees. She is hoping Lindman does work with Henderson on this because the morale is horrible and the fact that steps 1 and 2 have been skipped, the pay matrix is not right at this point. Employees feel that new people coming on board are making more than they are. Further down in the memo it says that we may be training employees so they can move up in the ranks, do you have anybody that would be ready to be able to do that now? Lindman responded, he thinks that we do. It has

been challenging to advance people. One of the things we're looking to prepare and that he has spoken to Henderson about as well is looking at our job descriptions for our labor force and allowing those positions to be hired with a lot less competencies. As we train them, allowing them to advance. We are going to be drafting up those job descriptions for the 2024 budget which will go through Henderson. The challenges we have with the pay schedule is that all of our positions are stacked tight so there isn't a lot of room for people to advance unless they get promoted into these other positions. As we move forward through the next 2 to 3 months and we get into the operating budget and start bringing these forward, he'll have to rely on Henderson and figure out how all of that is going to work. It is very challenging with our staff right now because there is no advancement. There are no incentives for additional training. Herbst explained what a reward it would be to see employees move up the ladder and what a confidence builder that would be, she thinks we would also be able to retain those employees much longer. Henderson wanted to address a couple things that were brought up. The reason steps 1 and 2 were suspended is because we weren't hiring at those rates anyway, so we started hiring at step 3. That really has no bearing on tenured employees because that was just something for recruiting and has nothing to do with how one is progressed through their steps. He spoke with Gallagher this morning on the study that we're having done. They have some preliminary numbers and the preliminary numbers that they have says that the City of Wausau right now are right in line with what salaries should be. We keep hearing, we're underpaid by \$50/hour, but the science says we are right where we need to be. That information is not public right now, but he did speak with them and did ask their permission to share that information today. Force stated if we are right where we need to be then he would assume competing agencies around us in our geographical area, are above where they need to be because we seem to be losing people to other agencies who are paying more. Henderson responded that people leave jobs for a lot of reasons. Pay is one of them but it's not all of them. They may not like the field they are in, they may not like their supervisors, they may not like the training they are getting but when we compare the pay to everyone around us, we are right in the ballpark. Now, we are talking about market, and we strive to be in market. We aren't trying to lead the market, but we don't want to lag the market either.

Force posed a question to Boers and Brooks. Water and wastewater utility staff usually advance through certification such as level 1, level 2, grade A, grade B and he's assuming there are pay raises associated with that. Maybe that's wrong but are our people receiving training to improve their certifications and move up that scale? Boers responded that there are no incentives for certifications. Some job descriptions right now require it but there is no step-by-step incentive for employees to pursue that on their own or for us to have them do it. I disagree with Henderson in saying that it doesn't have an impact on tenured employees. We have 4-year employees that are training 2-year employees whose hourly wage, depending on what time they were hired, is higher. So, you're training an employee that is making more money than you are. Our scale is not implemented for this very well. We're going to lose employees. Some of our employees live in Merrill, drive through Merrill to get here. Merrill pays more, they have Fridays off, vacation schedule is similar, they get paid for incentives and get raises for certifications. Schofield and Weston are the same way. We're going to lose people; we'll be a training facility. We don't have the people to keep up now and we have a rotational door of training. We're just going to keep slipping, fall further back and start having issues. Robinson wanted to urge some caution as we approach this because in his 17 years with the DNR he stayed in the same position. When he was hired, he was near the top and when he retired, he was way at the bottom. They could hire people at a higher rate than they could advance people in their career. I think that's the concern and would hope that any evaluation and process to factor in the issue of competencies, longevity, and other things relative to that. We need to periodically adjust based upon where the market is for the person coming in but also relative to the people that we've retained for a longer period. I would

hope our study with Gallagher and others, would look at not only where are we at entry but where people are based on years of experience and stay current with those rates and move them to market. Lindman stated when you look across the board, across the country, with AWWA, a lot of these positions are categorized for example, Distribution Maintainer 1, 2,3 and even 4. They come in and may not have any skills or competencies. As they get them, they advance to 2. We do not have that. We bring people in, and they stay at that same pay scale unless a position above them opens and they are promoted, they just stay in that same scale. That is just not typical when it comes to utilities for water and wastewater. We need to change where we are at from an organizational standpoint and get in line to this type of structure within the organization. As we move forward, he thinks that is going to help our retention, recruiting and our competencies overall to maintain our system and all our mandatory requirements. Herbst relayed her concerns with the latest water maintainer of 2 years leaving for more money elsewhere and we need to do something ASAP. Force asked if we do exit interviews, and do we have information about why they are leaving. Henderson stated that they do perform exit interviews however, they are not mandatory. He's unable to provide the reasons but can check on that. Brooks thinks that having incentive pay for certification levels also promotes a strong succession plan. Right now, there is no incentive for employees to retain any certification and it helps create a strong succession plan. At the wastewater treatment plant, we have 2 operators that have certifications, and it brings a stronger morale environment and gives them more reason to do their jobs well and to retain them longer. Receiving pay for obtaining these certifications, it's in the city's best interest at this point. Force agreed and those that having these certifications, they're proud of that. If you ask someone what their title is, they will usually include that certification right with their position because they've earned it. If we aren't doing that, he thinks that we're missing the boat. He's sympathetic to what Boers said, this is a serious issue, and it needs addressing.

Director's Report Placed on File.

3) Discussion and Possible Action Approving Staff to Prepare a Request for Qualifications (RFQ) Utilizing Performance Contracting for Lead Service Line Replacement in 2024.

Lindman advised we've had presentations from the Community Infrastructure Partners and have had information provided to the commission with regards to Johnson Controls, as far as energy projects. Both of those were related to performance contracting and something the city hasn't stepped into before. If the commission would like to move forward with a contract for lead service line replacement moving forward into 2024, do it on a shorter timeline, like the 5-year timeline to maximize the amount of funding that's available city staff would not be able to manage that on their own. We would need a private partner to be a lead on that with us because we would not be able to manage that type of work alone from a contract standpoint. Performance contracting has not been used with lead service line replacement before, so this will be a first. The intent would be to establish a request for qualifications for firms to submit us proposals of their qualifications to do this work. Once a decision is made on who to go with, if the city still wanted to move forward with that, we would establish a scope of work and begin moving down that path beginning in 2023 so we could be prepared for potential 2024 funding.

Robinson asked if we have the order right. From his understanding we are asking for qualifications without knowing what the work is so how do you evaluate the qualifications based upon an ill-find project? What I'd like to have a better understanding of is what are the plus and minus' of this pay per performance and what's the likely cost going to be before we begin that process of embarking on it. Is it something that will save us money, cost us money, what are the benefits. We had the presentation but I'm not sure that I'm in a position to necessarily jump in with both feet asking for qualifications without knowing what that scope is. Lindman explained that the qualifications-based decision making is asking for their qualifications, history of what

work they have done, performance contracting type of work, what work they have managed, what municipalities they have worked with, all those things. We aren't even going to know how much funding we have until later this year. A lot of the questions that you want answered, we are not going to have until after work begins. A decision either needs to be made to move forward or we go back to our proposed 15-year lead service replacement, and possibly even longer. Without a private partner to step into this with and manage this work, we're not going to be able to do it and certainly not in 5 years. We would hire someone based on qualifications without knowing the cost. The cost will be based on our amount of funding that we spend on an annual basis. In the city it is year by year, so depending on how much principal forgiveness we get, the city and utility will have to determine how much debt service it can take on from year to year to move this forward. Robinson stated he is just troubled by the process and not in a position to support it. Lindman advised if we don't start it, we won't be ready for 2024. Robinson asked if we could go through with a request for qualifications, look at what firms are capable for providing this service satisfactory to the city, then define and have a common scope on which they would propose to get a better understanding of cost. You could have \$500k and they could spend \$500k on 50 hookups or 100 hookups. He feels much more comfortable understanding what we're going to get for our money. He's not sure we are going to bring competitive pressures through the RFQ process as outlined. Lindman agreed he may be right but then we will not be ready for 2024 because this will take a long time if he wants to do an RFQ first, then break that down and do an RFP process, then we're not going to establish a scope of services until sometime this fall. Then we'll try to do public outreach. If we're going to do this based on the pilot we are doing right now, we need to get this started before the end of summer. The process Robinson is laying out is going to take 5-6 months. That's why this was brought forward, to have the discussion on whether we're going to move forward with this. We've already applied for the lead service line funding for next year, we don't know how much we're going to get, we don't know how much is principal forgiveness. There is no way that he could write an RFP for this type of work.

Herbst stated that although there are a lot of unknowns, she would like to motion to approve moving forward with this. Seconded by Rosenberg.

Force asked by moving forward with the process, what does that mean? Moving forward with the contracting process? Lindman explained that he would prepare a request for qualifications and get that out for advertisement so we could have firms provide us proposals on their qualifications. We can then review those firms and determine which one of those firms would best fit for Wausau to move forward. This is not a commitment for funding, paying them or any of that. That comes when we establish a scope of work with the firm that's selected. We have done RFQ's in the city for complicated projects through DOT real estate services where we don't know how much things are going to cost. Then the scope of services is established after the qualifications are determined. Force asked if he were to respond to our RFQ and was selected, I wouldn't know what the full scope of work or payment arrangements will be at that time. Lindman advised that is correct. Force stated that the city is also not committed to a certain timeframe or certain amount of money. Lindman confirmed that's correct. Force asked if he thinks we could successfully get firms to apply through a process like that. Lindman responded that he does, yes.

Robinson brought up concerns about competitiveness based on cost. Lindman advised with professional services, costs are not necessarily the top priority. When we do RFP's and weight the criteria, typically costs are down around 10-20%. It's more based on what the capability for the professional services are. Robinson thought in this case we were doing pay per performance for not only the design work but the actual work. Lindman advised that the firm itself would be managing public outreach, hiring a firm to do the planning, design, putting the bid package together. We would be administering their work and they would be paid based on the

amount of work that is completed. Typically, they would guarantee us a certain amount of savings on an annual basis based on the project. That savings would go to pay for any debt service that we would have or just go directly to the city. In this case there is no basis to get money back. The idea would be that they would establish a guarantee that the cost per service would not exceed for example, \$5K. Anything above that, they will take the cost for. Their fees would be based on the amount of funding that comes in and the amount of the project on an annual basis. The scope of work would also be written in a way that on an annual basis, the city reserves a right to not move forward at any time. The challenge that we have is that we don't know how much funding that is going to be available, but we also know that trying to get 600 services line replaced next year, we're going to have to start planning this year. Rosenberg stated that other organizations that she's talked, that provide these types of things said they will apply for the grants and oversee some of this. She's interested enough to look at this for at least a year and see how it goes. If we decide we can do it better in house and it's not worth it, we still have that opportunity. Force asked how we control this contract as a city. Lindman stated we would control it by the cost per service line. Force asked if that happens before or after they've been awarded the contract. Lindman responded after we determine who we would like to work with to establish that scope of work, those details would be included in that scope of work. The firm will determine what they feel the maximum cost for service line they can guarantee for us. Robinson asked why we don't ask for a request for proposals and in that ask for qualifications, that way we have a better understanding of what the cost might be. At least then we have the ability for a comparison instead of making a decision based on qualifications without knowing what the bottom line is. Lindman said we have to get away from this whole low bid mentality. There is so much more that goes into these professional services than just low bid. We need a partner with us that is going to work for Wausau. Lindman stated he is not comfortable putting together a full RFP for this work. Robinson indicated that an RFP could bring different items to the table and negotiate it with other firms in context of approach. He is uncertain with the process of an RFQ based on the financial condition of the utility. Lindman said he does not think that will work and we will not be able to compare services properly. We need to compare it based on qualifications. Rosenberg stated that since this is new and we have some things we're not sure of yet, would this body be interested in reviewing the request for qualification respondents? We can then ask questions and talk through some of the unknowns. Lindman advised we could have the firms that respond present to the commission as well.

Force indicated that we've had CIP come in and talk to us about this, are there other companies that would be interested? Lindman replied that the only one he's aware of is Johnson Controls, but he does know there are other firms that do this type of procurement.

Force asked if we don't do this, we would have the 15-year timeline and using our own funding and user rates to pay for this? Lindman confirmed that's correct. Also, these other potential funding sources that come up, that is something these firms will also provide to us. Rosenberg stated there are a variety of other funding sources that could take more than one person just to research and apply for.

Robinson asked if this a hybrid RFQ that would include a detailed description of their approach to providing lead service line replacement in the area. Lindman stated that he would be requesting their qualifications based on the type of work the city is getting into, including the financing through grants, state loans, etc. We would also base it on their experience in doing projects like this. Robinson asked if we could include what their approach and cost would be for this project and avoiding writing out a blank check. Rosenberg said from her understanding with talking to organizations who do this, they take a percentage. If they're saving money and doing a great job, that would be part of it. It is not an upfront payment. Lindman stated the firms could give examples of their approach on other projects so we can have a basis and he could include that

in the RFQ. Robinson would like to see how they will approach this project for Wausau.

Taking into consideration this debate, Motion carried 4-0.

4) Discussion and Possible Action Approving Travel Outside the Lower 48 States for the National/International AWWA 2023 Conference in Toronto, Canada.

Lindman advised that apparently, we have a policy that if staff travels outside of the lower 48 states, there needs to be official approval. AWWA has become international over the past 5-6 years. The national conference is in Toronto.

Motion by Force to approve. Seconded by Herbst.

Robinson asked that this policy be changed. This is not a policy and should be left up to management to make this decision.

Motion carried 4-0.

5) Discussion on Bids Opened June 5, 2023, for the Construction of the Granulated Activated Carbon (GAC) Treatment Process.

Lindman was hoping to have the bids but there was an addendum last week, so the bid opening is now June 9th. There are 2 bidders as of now, CDM Smith and Mid-City. These will go to the Board of Public works for the opening, and he will keep everyone informed.

6) Discussion and Possible Action Approving Reimbursement Resolutions for the Safe Drinking Water and Clean Water Revolving Loan Program for the Following Project Applications:

For the SDW

- Replace Watermains on Eau Claire Blvd
- BIL SFY24 LSL Program
- Construct Watermain on Stettin Dr to Stewart Park
- Construct Watermain Looping on the West Side

For the CWL

- Stewart Ave Forcemain
- Replace Sanitary Sewer – Eau Claire Blvd
- Replace Sanitary Sewer – Washington Street
- Cherry and Crocker Street Lift Station Rehabilitation

Lindman advised these are the typical projects for water and wastewater that we are applying for through the Safe Drinking Water and Clean Water Fund Loans. These resolutions will go to council. They will allow us to reimburse expenses for work that is conducted prior to funding being available. Robinson questioned the resolution for Stettin Dr to Stewart Park. It was determined this should be Brockmeyer Park.

Motion carried 4-0.

7) Discussion and Possible Action Approving the 2022 Wastewater Compliance Maintenance Annual Report (CMAR) and Resolution.

Rosenberg pointed out that some parts of the resolution may say 2020 in some areas and that will be updated so it is correct.

Motion by Robinson to approve. Seconded by Herbst.

Motion carried 4-0.

8) Adjourn.

Rosenberg stated our next scheduled meeting is for July 10th.

Herbst motioned to adjourn. Seconded by Robinson.

Motion carried 4-0.

Link to view meeting in its entirety: <https://tinyurl.com/wausaucitycouncil>

Michelle Weasler, Recording Secretary

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MEMORANDUM

TO: President Rosenberg
Commissioner Herbst
Commissioner Force
Commissioner Gehin
Commissioner Robinson

FROM: Eric Lindman, P.E.
Director of Public Works & Utilities

SUBJECT: Director's Report – July 2023

UPDATE – 2023 Lead Service Line Replacement Pilot Program:

1. The utility and consultant reached out to homeowners one last time via door hangars, letters and visits once the bids for the project were out for advertisement.
2. Once the field verification of private side LSL's was completed and the service line near the curb stop was dug up for temporary water it was determined the actual number of private side LSL's were 55 versus the original estimated 90.
3. Bids for the 55 private LSL replacements was received, two bids with marathon Plumbing being low bidder.
4. Low bid was about \$257k, which ended up being about an average of about \$4,800 per site.

UPDATE – Private Side LSLRP Project and RFQ for Developing a Public/Private Partnership:

1. The RFQ was prepared and began advertising Tuesday June 28 with proposals due and opened July 18
2. Proposal recommendation will be provided to the BPW on July 25 after staff review and ranking of the proposals
3. An update to the Commission is proposed at the August 10 meeting
4. The Submission of the drinking water principal forgiveness loan for 2024 was submitted on June 29 for replacement approximately 600 private side LSL's

UPDATE/SUMMARY – Water Research Foundation (WRF) Seminar on PFAS Research & Development for Wastewater and Biosolids:

1. Presenters were a mix of engineer/science consultants, university researchers with Purdue university, Municipal Wastewater facilities, Public Outreach/Communication consultants and others.
2. Research and development projects were presented and included:
 - a. Intro to PFAS – Sources, Development & Evolution; Environmental Occurrence, Regulations (Global and US), PFAS in wastewater and biosolids
 - b. Behavior of PFAS in soils and agriculture – Behavior, Fate and Transport in land Application
 - c. Bio Transformation of Precursors to regulated PFAS analytes
 - d. Destructive Technology Research
 - e. Biosolids – benefits outweigh risk of low levels of PFAS?
3. Research is really just beginning. Some of the studies are ongoing and final results will be coming late 2023 into 2024. Most of the research is identifying areas where to focus future R&D and project pilot studies.
4. From the research there will need to be a risk analysis completed to determine benefits vs. risk of PFAS, currently at these low levels it is anticipated exposure risk is over a lifetime or more; nothing definitive.
5. Biosolids is significant as current information shows there is significantly more benefit to land application than there is any risk of low PFAS levels. This is why regulations are not prudent at this time as there is no definitive information to determine what the levels should be.
6. A lot of the talk about regulations was specific to the EPA wanting to get out some sort of proposed regulation prior to the election; this is so very disappointing that politics is becoming more important than public health!!! This was a consensus of the majority of the group.
7. Most municipalities are afraid to begin testing because the regulatory authorities make doing so punitive, exactly what happened with the water.

UPDATE – 2023 -2025 Biennial Budget Impacts

1. \$125million is in the state budget for PFAS testing and remediation. The budget was sent to Governor Evers on June 29, 2023 and is awaiting action.
2. Senate Bill 312, the PFAS Trailer bill that was introduced to lay out how the \$125million could be spent, was introduced in the legislature on May 24, 2023 and public hearings have been held at committees in both the Assembly and the Senate. The mayor testified at the Senate hearing and the Wausau City Council unanimously voted in favor of a resolution offering qualified support of the bill. There were some concerns over the DNR being able to adequately staff the program and changes to the Wisconsin Spills law and responsible party investigations.
3. A substitute amendment for SB312 was introduced on June 20, 2023. Talks seem to have fallen apart over the substitute amendment.
4. The legislature will be adjourning for this session soon and won't be back on the floor until September 2023, at which point lawmakers will likely take another stab at this bill.
5. In short, the \$125million is there but we municipalities won't have access to it until lawmakers create the rules.

WASTEWATER DIVISION

1. Wastewater Facility Construction Update: See attached.
2. The Wastewater Treatment Plant continues to discharge a quality effluent. Optimization throughout the plant continues.
3. The 2022 CMAR (Compliance Maintenance Annual Report) has been successfully submitted to the WDNR.
4. The Wisconsin Pollutant Discharge Elimination System (WPDES) permit application and Mercury Variance Application have been successfully submitted to the WDNR for review. Reissuance of the new WPDES Permit is anticipated in 2024 and will be affective for five years.
5. Collection System Technician (Sewer Maintainer): There is still a vacancy for this position. First round of Advertising commenced on May 15, 2023 and closed on May 31, 2023 receiving no qualified applicants with a Class A CDL. Second round of advertising commenced on June 12, 2023 and closes July 3, 2023 the Class A CDL requirement was not a requirement in this round of advertising. Hoping to receive a qualified applicant this round.
6. Wastewater Plant Operations Technician: There has become a vacancy for this position with the retirement of Scott Carman, congratulations Scott! Advertising for this position will commence in early July 2023.
7. Hiring and training of new staff continues to be a challenge for the utility. After losing close to 70 plus years of combined experience due to two retirements and a death, training has become even a bigger issue. The treatment plant is operating with a very small and inexperienced crew making it difficult to schedule vacations, on-call rotation and perform daily task. New hires require in depth knowledge of complex treatment processes and equipment being used and it takes a great amount of time to train to a level that new staff can operate equipment confidently and take the on-call status.

Project Status Report

Wastewater Treatment Facility Improvements Project – Engineer During Construction

City of Wausau, Wisconsin

Donohue Project Number 13229

Period | April 9, 2023 – May 13, 2023

Invoice 71

Engineer Activities This Period

- Construction administration services related to the remaining efforts associated with the technical review of contractor shop drawings, responding to contract interpretation questions (RFIs), initiating requests for proposals (RFPs), attending random construction progress meetings, processing work changes to the contract, and contractor monthly payment requests.
- Prepared and submitted Clean Water Fund disbursement request and provided CWF administration.
- The Engineer's application engineering staff working on fine tuning the various systems as unit process systems are being operated.
- Finalized Change Order 26, which will include extending the contract's substantial and final completion dates to allow additional time to complete remaining work. Contractor reviewed and signed. Change Order 26 was then forwarded to Owner for final review and signature.
- Preparing final Certificates of Substantial Completion for those process systems that the Owner has begun to operate.
- Continued to address punch list items including the following areas of focus: DG boilers, disc filters and dryer.
- Continued to assist Owner with WDNR Class A biosolids approval.
- Performed final site walk thru with WDNR.

Engineer Near-Term Activities

- As the project proceeds, the engineer will continue to provide construction administration services including responding to RFIs, preparing WCDs, attending random construction progress meetings, processing near final change orders, reviewing contractor payment requests, and providing on-site resident engineering services.
- Application Engineering programming to fine tune operations.
- Review punch list items as they are completed.

Project Status Report

Wastewater Treatment Facility Improvements Project – Engineer During Construction

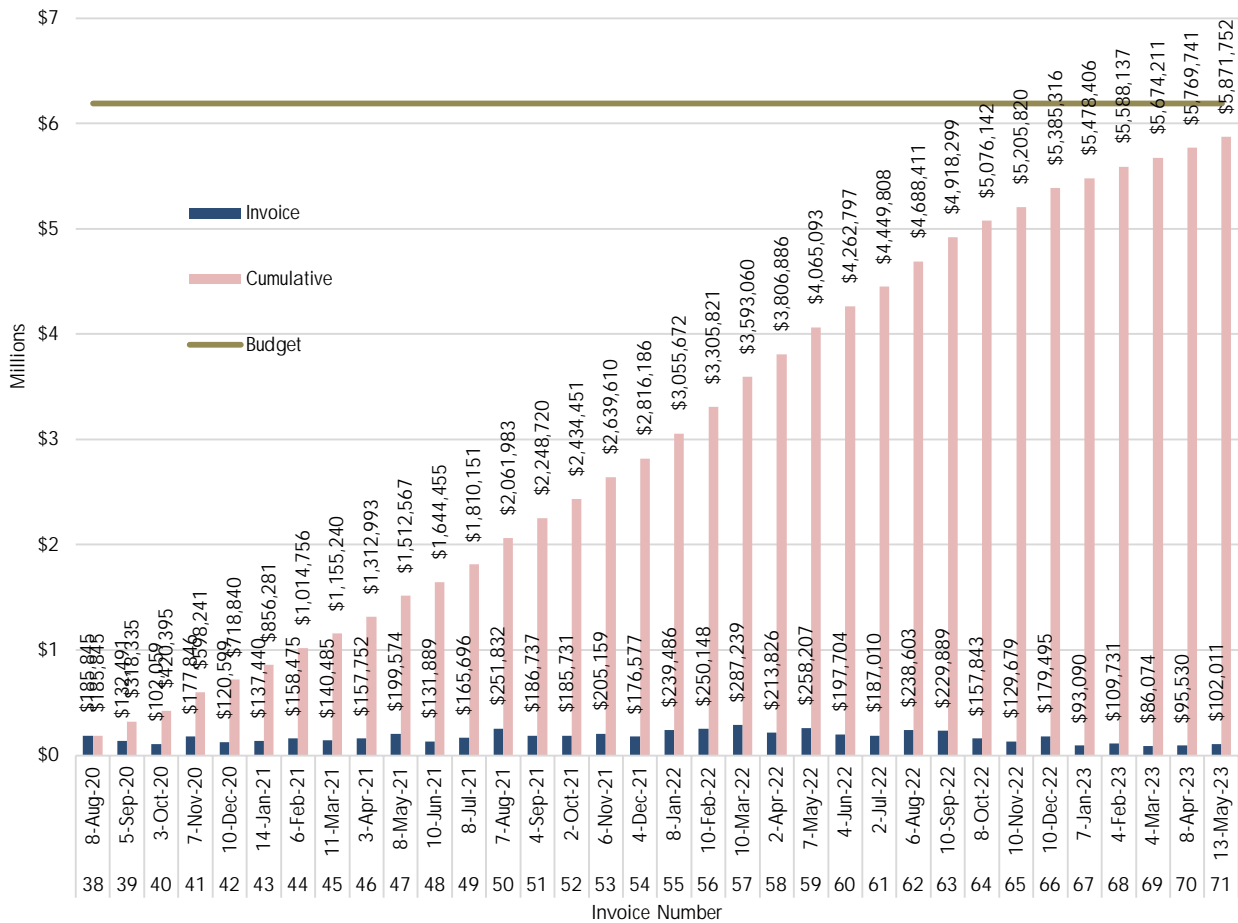
City of Wausau, Wisconsin

Donohue Project Number 13229

Period | April 9, 2023 – May 13, 2023
Invoice 71

Project Related Budget Snapshot

Construction Engineering Budget



Project Status Report

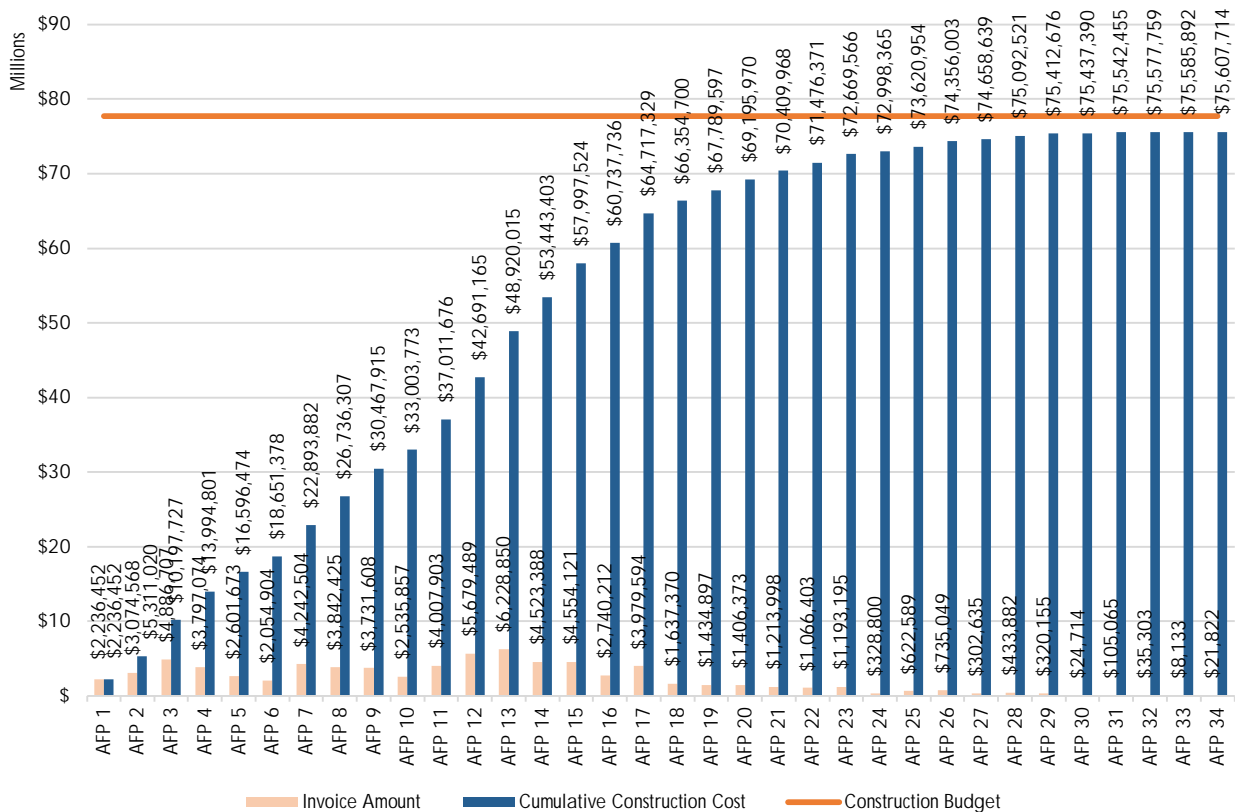
Wastewater Treatment Facility Improvements Project – Engineer During Construction

City of Wausau, Wisconsin

Donohue Project Number 13229

Period | April 9, 2023 – May 13, 2023
Invoice 71

Construction Budget: Pay Applications Approved by Engineer



Project Status Report

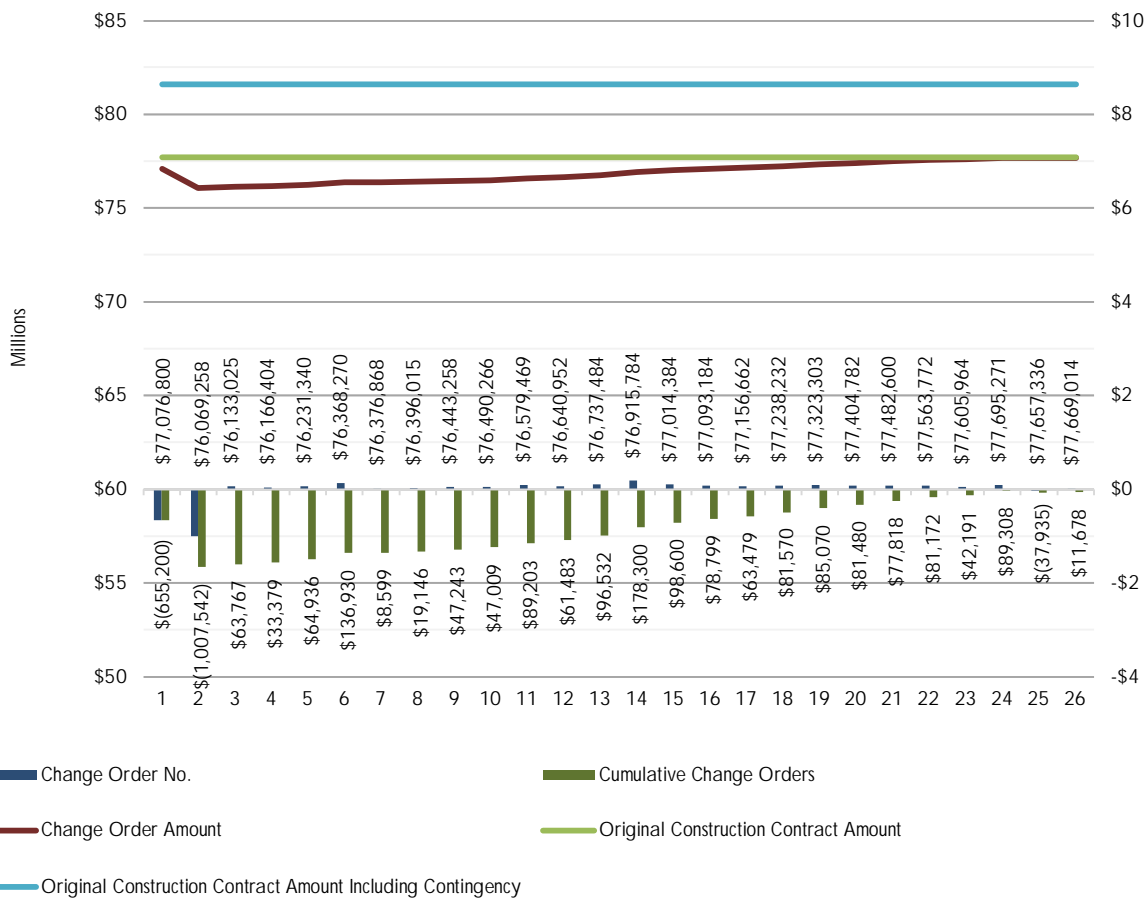
Wastewater Treatment Facility Improvements Project – Engineer During Construction

City of Wausau, Wisconsin

Donohue Project Number 13229

Period | April 9, 2023 – May 13, 2023
Invoice 71

Overall Project Budget



Budget Notes:

1. No budget issues at this time.

Remarks

1. Construction is very nearly complete; therefore, construction photographs are no longer beneficial to document project progress.

INVOICE



3311 Weeden Creek Road
Sheboygan, WI 53081
Phone: 920-208-0296
www.donohue-associates.com

Invoice To:	Invoice Date:	May 15, 2023
City of Wausau	Donohue Project No.:	13229
Attn: Ben Brooks	Invoice No:	13229-71
407 Grant Street	Project Manager:	Mike Gerbitz
Wausau, WI 54403	Terms:	Net 30 Days
	Billing Period:	04/09/23 - 05/13/23

Project Description: Wastewater Facilities Plan & Design

Your Authorization: Engineering Services Agreement, Signed 03/29/17
Amendment No. 1, Signed 06/28/18
Amendment No. 2, Signed 03/05/19
Amendment No. 3, Signed 01/27/20
Amendment No. 4, Signed 05/07/20
Permit Review Fees Payment Request, 02/27/20

Compensation:	Time and Expense	\$	129,220.00
	Time and Expense	\$	984,565.00
	Time and Expense	\$	3,323,900.00
	Time and Expense	\$	4,351,831.00
	Time and Expense	\$	1,843,325.00
	Permit Review Fees	\$	12,534.50
	Total	\$	10,645,375.50

Billing Summary:	Total Charges to Date	\$	10,322,987.53
	Charges Previously Billed	\$	10,220,976.25
	Current Charges	\$	102,011.28

Summary of Current Charges

Labor (519.0 hours)	\$	96,672.50
Reimbursable Expenses	\$	4,204.78
Permit Review Fees	\$	-
Subconsultants	\$	1,134.00
Total	\$	102,011.28

Current Charges Due	\$ 102,011.28
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Please Remit to: Donohue & Associates, Inc.
3311 Weeden Creek Road
Sheboygan, WI 53081
Phone: 920-208-0296
Fax: 920-208-0402

Aged Receivables

<u>Current</u>	<u>31 - 60 Days</u>	<u>61 - 90 Days</u>	<u>91 - 120 days</u>	<u>>120 days</u>
\$102,011.28	\$96,529.71	\$4,220.73	\$6,020.00	\$0.00



June 22, 2023

To: Ben Brooks

Re: Quote for polymer at Wausau Water Works

On behalf of Midwest Chemical & Equipment, below is our proposed pricing for your polymer needs effective June 1, 2023 through December 31, 2023. Pricing and terms are as follows:

Product: MCEP9 Pricing: \$2.27 per lb delivered
Based upon: Tote deliveries; annual usage of 19,000 lbs

Product: K144L-NA Pricing: \$2.22 per lb delivered
Based upon: Tote deliveries; annual usage of 68,500 lbs

Base on usage amounts above, estimated annual cost for MCEP9 is \$43,130 and for K144L-NA is \$152,070, bringing total estimated annual polymer cost to \$195,200.

Terms: Net 20 days

Ordering: David Olson@phone/text 920-615-2288 or
email djolson@midwestce.com

Sincerely,

Dave Olson

Confidential Prices quoted and agreement to ship are subject to customer's acceptance to Solenis Terms and Pricing listed above. All information in this email is strictly confidential and intended solely for delivery to and authorized use by the addressee(s) identified above and may contain privileged, confidential, proprietary and/or trade secret information entitled to protection and/or exempt from disclosure under applicable law. If you are not the intended recipient, please take notice that any use, distribution or copying of this communication and/or any action taken or omitted to be taken in reliance upon it, is unauthorized and may be unlawful.



CITY OF WAUSAU
SOLE SOURCE PURCHASE JUSTIFICATION
REQUIRED FORM PURCHASE OF GOODS OR SERVICES EXCEEDING \$10,000

Purchase of goods or services for no more than \$25,000 may be made without competition when it is agreed *in advance* between the Department Head and the Finance Director. Sole source purchasing allows for the procurement of goods and services from a single source without soliciting quotes or bids from multiple sources. Sole source procurement cannot be used to avoid competition, rather it is used in certain situations when it can be documented that a vendor or contractor holds a unique set of skills or expertise, that the services are highly specialized or unique in character or when alternate products are unavailable or unsuitable from any other source. Sole source purchasing should be avoided unless it is clearly necessary and justifiable. The justification must withstand public and legislative scrutiny. The Department Head is responsible for providing written documentation justifying the valid reason to purchase from one source or that only one source is available. Sole source purchasing criteria include: urgency due to public safety, serious injury financial or other, other unusual and compelling reasons, goods or service is available from only one source and no other good or service will satisfy the City’s requirements, legal services provided by an attorney, lack of acceptable bids or quotes, an alternate product or manufacturer would not be compatible with current products resulting in additional operating or maintenance costs, standardization of a specific product or manufacturer will result in a more efficient or economical operation or aesthetics, or compatibility is an overriding consideration, the purchase is from another governmental body, continuity is achieved in a phased project, the supplier or service demonstrates a unique capability not found elsewhere, the purchase is more economical to the city on the basis of time and money of proposal development.

1. Sole source purchase under \$10,000 shall be evaluated and determined by the Department Head.
2. Sole source purchase of \$10,001 to \$25,000 a formal written justification shall be forwarded to the Finance Director who will concur with the sole source or assist in locating additional competitive sources.
3. Sole source purchase exceeding \$25,000 must be approved by the Finance Committee.

Ongoing Sole Source – 365 days

One Time Sole Source Request

1. Provide a detailed explanation of the good or service to be purchased and vendor.

Praestol, K-144L-NA polymer for the new belt filter presses and Praestol MCEP9 polymer for the gravity belt thickeners. Vendor is Midwest Chemical & Equipment

2. Provide a brief description of the intended application for the service or goods to be purchased.

Recommended polymers formulated specifically for the new belt filter presses and new gravity belt thickeners, solids handling systems.

3. State why other products or services that compete in the market will not or do not meet your needs or comply with your specifications.

K-144L-NA and MCEP9 polymers are the manufacture recommended polymer formulated specifically for the new belt filter presses and gravity belt thickeners. These polymers were specifically selected to meet performance testing criteria and offer the most pounds per dry ton of solids, with the most dewatering capabilities producing the driest sludge. This polymer does not separate like other polymers and doesn’t require frequent mixing. It would be my recommendation to sole source these polymers with Midwest Chemical & Equipment for 365 days in order for plant staff to optimize belt presses, GBT’s and Dryer equipment efficiently.

4. Describe your efforts to identify other vendors to furnish the product or services.

The product is proprietary and can only be made or distributed by the vendor owning the rights to these products.

5. How did you determine that the sole source vendor's price was reasonable? Similar products on the market are comparably priced.

6. Which of the following best describes this sole source procurement? Select all that apply.

- Product or vendor is uniquely qualified with capability not found elsewhere.
- Urgency due to public safety, serious financial injury or other. (explain)
- The procurement is of such a specialized nature that by virtue of experience, expertise, proximity or ownership of intellectual property
- Lack of acceptable quotes or bids.
- Product compatibility or the standardization of a product.
- Continuation of a phased project.
- Proposal development is uneconomical.

Department: Wausau Waterworks - Wastewater

Preparer: Ben Brooks

Vendor Name: Midwest Chemical & Equipment

Expected amount of purchase or contract: \$195,200.00

Department Head Signature:

Date:

Finance Director Signature:

Date: