

CITY OF BERLIN
COMMITTEE OF THE WHOLE MEETING AGENDA
TUESDAY, JUNE 7, 2022, 7:00 PM
COMMON COUNCIL CHAMBERS
<https://us02web.zoom.us/j/89319308907>
Meeting ID: 893 1930 8907
Password: 123456
1 312 626 6799 US TOLL-FREE

1. Roll Call
2. Virtual Attendees Seated (if necessary)
3. General Public Comments. Registration card required (located at podium in Council Chambers).
4. Approval of Minutes. RECOMMENDATION: Approve the minutes from the May 3rd 2022 Committee of the Whole meeting.
5. Bank Account Signor Change. RECOMMENDATION: Recommend to Common Council to approve adding Caitlin Hilgart to all required City Bank Accounts.
6. Oakwood Cemetery Chapel Repairs. RECOMMENDATION: Recommend to Common Council to accept the recommendation from Cemetery Board and award the bid from Knock Out Restoration for the interior chapel repairs and exterior sealing for a cost of \$22, 400.00 and the pillar repairs for a cost of \$3200.00 for a total of \$25,600.00 in repairs.
7. Utilities Compliance Maintenance Annual Report & Resolution #22-03.
RECOMMENDATION: Recommend to Common Council to accept recommendation from Sewer & Water Commission to approve Resolution #22-03.
8. If necessary, motion to convene into closed session pursuant to pursuant to Wis. Stat §19.85(1)(c) Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility. (*Staff Wages*)
9. Reconvene into open session and action as appropriate from closed session discussion.
10. Adjourn.

Note: *In adherence to the City of Berlin Public Meeting Participation Policy, public participation will be allowed under each agenda item at the discretion of the presiding officer, with the exception of the Consent Agenda. Attendees must register their intention to participate on either a general comments section or a specific agenda item prior to the meeting by filling out a Registration Card, which can be obtained from the Internet, City Clerk's office or in the City Hall Council Chambers at the podium. Registration Cards should be turned in prior to the meeting to either the presiding officer or City Clerk.*

DATE: 5/16/2022

TO: Committee of the Whole

FROM: Scott Zabel

RE: Chapel repairs

BACKGROUND: One bid was received for the interior chapel repairs. The Base bid is for \$14,200.00 to repair the interior which was submitted by Knock Out Restoration. There has been an increase in material cost since we were given the estimate of \$9,200.00. The contractor strongly suggests that the exterior of the chapel be sealed to prevent further interior damage and protect the new repairs at a cost of \$8200.00, the total cost for the repairs is \$ 22,400.00. Ryan also gave a price of \$3200.00 to repair and tuckpoint the failing pillar for discussion. Knock Out has done work on city owned buildings with positive results. If the Oakwood Cemetery Board chooses to move forward with all the repairs it will be cheaper in the long because the contractor is already onsite.

RECOMMENDATION: Accept the Recommendation from Cemetery Board and award the bid from Knock Out Restoration for the interior chapel repairs and exterior sealing for a cost of \$22, 400.00 and the pillar repairs for a cost of \$3200.00 for a total of \$25,600.00 in repairs.

RESOLUTION 22-03

COMPLIANCE MAINTENANCE RESOLUTION

WHEREAS, the Department of Natural Resources through its Municipal Wastewater Section, Bureau of Wastewater Management, requires that a Compliance Maintenance Annual Report be filed annually by the City of Berlin Water & Sewer Utility, and

WHEREAS, it is required that the governing body of the City of Berlin review the said report and inform the Department of Natural Resources by resolution that it accomplished the review;

NOW, THEREFORE, BE IT RESOLVED:

That the City of Berlin, Wisconsin informs the Department of Natural Resources that the Common Council has reviewed and approved the Compliance Maintenance Annual report which is attached to this Resolution on June 14, 2022.

PASSED, APPROVED, AND ADOPTED, THIS 14TH DAY OF JUNE, 2022.

Approved as to form:

CITY OF BERLIN:

Matthew G. Chier, City Attorney

BY _____
Joel Bruessel, Mayor

BY _____

Roll Call Vote:
_____ Ayes
_____ Nays
_____ Absent

Attest:

Sara Rutkowski, City Clerk

Compliance Maintenance Annual Report

Berlin Wastewater Treatment Facility

Last Updated: Reporting For:
5/24/2022 2021

Grading Summary

WPDES No: 0021229

SECTIONS	LETTER GRADE	GRADE POINTS	WEIGHTING FACTORS	SECTION POINTS
Influent	B	3	3	9
BOD/CBOD	A	4	10	40
TSS	A	4	5	20
Phosphorus	A	4	3	12
Biosolids	A	4	5	20
Staffing/PM	A	4	1	4
OpCert	A	4	1	4
Financial	A	4	1	4
Collection	A	4	3	12
TOTALS			32	125
GRADE POINT AVERAGE (GPA) = 3.91				

Notes:

- A = Voluntary Range (Response Optional)
- B = Voluntary Range (Response Optional)
- C = Recommendation Range (Response Required)
- D = Action Range (Response Required)
- F = Action Range (Response Required)

Section 1-Influent flow and loadings- this grade is representative samples of raw wastewater entering the plant and the rate that it is received. This grade fluctuates from year to year, and the utility has no control over what these flows and loadings are. The higher loading comes from industrial waste and the higher flow comes from ground water infiltration of the system.

Section 2-Effluent quality BOD- this grade is based on plant performance and effluent samples for the BOD. Also for flow metering Treatment, Wet Testing, and monitoring.

Section 3- Effluent quality TSS- This grade is for the quality of the effluent sample and the amount of solids in them.

Section 4- Effluent quality Phosphorus – This grade is for the quality of the effluent samples for total Phosphorus and testing.

Section 5- Biosolids quality and management- This grade is for Biosolids use and Disposal. It incorporates Land application sights, Biosolids Metals, High quality limits, pathogen control and storage capacity.

Section 6- Staffing- This grade is for staffing and maintenance of the WWTP and collection system. It incorporates how well you system was staffed, preventative maintenance, Maintenance, Documentation, and the maintenance repairs made.

Section 7- Operator Certification- This grade is for proper state DNR certification and education. It incorporates that the operator in charge has all the needed certifications and is current on continuing education credits needed to run the facility. Also if there are additional operators certified on staff and there continuing education.

Section 8-Finacial Management- This grade is for Management of finances, revenue, and equipment replacement funds (DNR) future planning and energy efficiency.

Section 9- Collection systems- This grade is for the sanitary sewer collection system. It incorporates Capacity management, Organization, Legal authority, Emergency response plan, Operation and maintenance of the collection system, performance ratios, infiltration and inflow.

Section 10- This section is the grading of each of the above section separately and it is the overall grade combined into a grade point average that was received from the state DNR after completing the documentation of the CMAR.

Overview- The grades represent the maintenance and the management of the system. Despite our aging system, with the updating that we are doing along with the upgrading of equipment and electronics and with good maintenance and proper planning, the sanitary sewer collection system and the wastewater treatment plant will continue to treat the loading of the wastewater that is received into the system very well. This is a reflection of the grades received from the DNR.