



City of Appleton

100 North Appleton Street
Appleton, WI 54911-4799
www.appleton.org

Meeting Agenda - Final Utilities Committee

Tuesday, July 10, 2018

5:00 PM

Council Chambers, 6th Floor

1. Call meeting to order

2. Roll call of membership

3. Approval of minutes from previous meeting

[18-0951](#) Approval of the June 12, 2018 Utilities Committee Meeting Minutes.

Attachments: [June 12, 2018 Utilities Committee Meeting Minutes.pdf](#)

4. **Public Hearings/Apearances**

5. **Action Items**

[18-0953](#) Permit transfer approval from Appvion, Inc., Paperweight Development Corp., PDC Capital Corporation, Appvion Receivables Funding I LLC and APVN Holdings LLC to Appvion Holding Corp. (Appvion Operation, Inc.) - Pretreatment Program Permit No. 18-03.

Attachments: [Appvion Permit transfer Letter 06-13-18.pdf](#)

[18-0955](#) Award SCADA System Improvement Project to Schneider Electric for a cost of \$92,260 with a 10% contingency of \$9,226.

Attachments: [SCADA Upgrade 2018.pdf](#)

6. **Information Items**

[18-0957](#) Water Main Break / Joint Leak Report - May

Attachments: [Water Main Breaks May 2018.pdf](#)

7. **Adjournment**

Notice is hereby given that a quorum of the Common Council may be present during this meeting, although no Council action will be taken.

Reasonable Accommodations for Persons with Disabilities will be made upon Request and if Feasible.

For questions on the agenda, contact Chris Shaw at 920-832-5945 or Paula Vandehey at 920-832-6474.



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Meeting Minutes Utilities Committee

Tuesday, June 12, 2018

5:00 PM

Council Chambers, 6th Floor

1. Call meeting to order

Chairperson Baranowski called the Utilities Committee meeting to order at 5:00 p.m.

2. Roll call of membership

Present: 5 - Baranowski, Meltzer, Reed, Dvorachek and Raasch

3. Approval of minutes from previous meeting

[18-0848](#)

Approval of the May 22, 2018 Utilities Committee Meeting Minutes.

Attachments: [May 22, 2018 Utilities Committee Meeting Minutes.pdf](#)

Meltzer moved, seconded by Dvorachek, that the Minutes be approved. Roll Call. Motion carried by the following vote:

Aye: 5 - Baranowski, Meltzer, Reed, Dvorachek and Raasch

4. Public Hearings/Appearances

5. Action Items

[18-0850](#)

Request to approve Spartan Drive relocation order. This item will also be an Action Item at the Municipal Services and Finance Committee Meetings.

Attachments: [Relocation Order \(FINAL 06-06-2018\).pdf](#)

Meltzer moved, seconded by Reed, that the Report Action Item be recommended for approval. Roll Call. Motion carried by the following vote:

Aye: 5 - Baranowski, Meltzer, Reed, Dvorachek and Raasch

[18-0851](#)

Request from Coldwater Seals Inc for a 6 year credit of \$5,940.72 for billing error.

Attachments: [Coldwater Seals Inc Credit Request.pdf](#)

*Amended to allow for a credit to be calculated going back six years from March 1, 2018 depending on stormwater charges in effect during those previous six years.
Meltzer moved, seconded by Dvorachek 5-0*

Meltzer moved, seconded by Dvorachek, that the Report Action Item be recommended for approval. Roll Call. Motion carried by the following vote:

Aye: 5 - Baranowski, Meltzer, Reed, Dvorachek and Raasch

[18-0871](#)

Approve 2017 Compliance Maintenance Annual Report

Attachments: [2017 eCMAR.pdf](#)

Meltzer moved, seconded by Dvorachek, that the Report Action Item be recommended for approval. Roll Call. Motion carried by the following vote:

Aye: 5 - Baranowski, Meltzer, Reed, Dvorachek and Raasch

6. Information Items

[18-0746](#)

Informational Item: The following 2018 budget adjustments be approved to provide funding for additional permanent street patches associated with water main breaks, lead service replacement and curb box/valve replacements:

5371.6809-Water Capital Fund Balance	-125,000
5357.6408-Water Distribution Operation & Maintenance	+125,000

Attachments: [Attachment - Finance Committee - 06-11-18 - Budget Adjustment for Water Patches.pdf](#)

This item was presented.

7. Adjournment

Dvorachek moved, seconded by Reed, that the Utilities Committee meeting be adjourned at 5:29 p.m. Roll Call. Motion carried by the following vote:

Aye: 5 - Baranowski, Meltzer, Reed, Dvorachek and Raasch



"...meeting community needs...enhancing quality of life."

Department of Utilities
Wastewater Treatment Plant
2006 E Newberry Street
Appleton, WI 54915
920-832-5945 tel.
920-832-5949 fax

TO: Chairperson Edward Baranowski and Members of the Utilities Committee

CC: Utilities Director Chris Shaw

FROM: Environmental Programs Coordinator Brian Kreski

DATE: June 19, 2018

RE: **Permit transfer approval from Appvion, Inc., Paperweight Development Corp., PDC Capital Corporation, Appvion Receivables Funding I LLC and APVN Holdings LLC to Appvion Holding Corp. (Appvion Operation, Inc.) - Pretreatment Program Permit No. 18-03.**

Background:

This memo serves as a formal notification and request by Appvion on June 13, 2018 to transfer its Industrial User Permit (No. 18-03) to Appvion Operations, Inc. in accordance with the City of Appleton's Sewer Use Ordinance (SUO), Sec. 20-120:

Sec. 20-120. Wastewater discharge permit transfer.

Wastewater discharge permits may be transferred to a new owner or operator only if the permittee gives at least ninety (90) days advance notice to the Director of Utilities and the Director of Utilities approves the wastewater discharge permit transfer. The notice to the Director of Utilities must include a written certification by the new owner or operator which:

- (1) States that the new owner and/or operator has no immediate intent to change the facility's operations and processes;*
- (2) Identifies the specific date on which the transfer is to occur; and*
- (3) Acknowledges full responsibility for complying with the existing wastewater discharge permit. Failure to provide advance notice of a transfer renders the wastewater discharge permit void as of the date of the facility transfer.*
(Ord 60-94, §1, 5-4-94)

Recommendation:

The permittee submitted a transfer request for June 13, 2018 and does not comply with the City's SUO. The permittee and transferee are requesting the committee to waive the 90 day advanced notice and grant approval of the permit transfer. As stated in the formal notification letter (attachment), it is our understanding that the Transferee will operate the facility in the same manner as the permittee and comply with existing wastewater permit requirements. Feel free to contact Environmental Programs Coordinator Brian Kreski at ph: 832-5945.



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Wastewater Treatment Plant
2006 E Newberry Street
Appleton, WI 54915
920-832-5945 tel.
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TO: Utilities Chairperson Ed Baronowski and members of the Utilities Committee

FROM: Chris Shaw, Utilities Director

DATE: June 15, 2018

RE: *Award SCADA System Improvement Project to Schneider Electric for a cost of \$92,260 with a 10% Contingency of \$9,226*

BACKGROUND:

The Supervisory Control and Data Acquisition (SCADA) system is a plant-wide system that controls and monitors in-plant processes, and external lift stations. The key functions of this integrated system are equipment control, process monitoring, data retrieval, and process and compliance reporting. These functions are essential in maintaining plant operations within the plant's Wisconsin Pollution Discharge Elimination System (WPDES) permit limits. The current software programs are a mix of obsoleted unsupported and manufacturer supported versions. The updated supportable versions of the software component of this system require the purchase of PLC hardware capable of running present day programs.

An additional component of the project is the communication network from the upper to the lower wastewater plant. Increasingly, the reliability of the network is becoming more important as the network consists of a single fiber optic cable. Upgrading hardware, and network components significantly reduces the risk of malfunction or "system crashes".

Standardizing hardware and software also reduce program conflicts which can result in loss of data. This project will benefit the wastewater utility by providing an integrated and supportable system.

QUOTE RESULTS:

A Request for Quote (RRQ) was sent to three companies that provide hardware, software, and perform integrations. The project required hardware including 4 processors, 6 racks, The table below overviews the quoting process.

COMPANY	QUOTE
Allan Integrated Control Systems, Inc	\$ 114,442
Schneider Electric	\$ 92,260
B&M Technical Services, Inc.	DNQ

The quote received from Schneider Electric was the least cost quote. Wastewater staff completed their review and recommends the project award to Schneider Electric.

Available funds for the project are \$158,500 which includes a number of smaller upgrades that we be performed by maintenance staff.

RECOMMENDATION:

It is recommended to Award SCADA System Improvement Project to Schneider Electric for a cost of \$92,260 with a 10% Contingency \$9,226

If you have any questions or require further information regarding this project please contact Chris Shaw at ph: 832-5945.

WATER MAIN BREAK/JOINT LEAK REPORT MAY 2018

YEARLY WATER MAIN BREAK COMPARISON

<u>MAY 17</u>	<u>MAY 18</u>	<u>YTD 17</u>	<u>YTD 18</u>
4	4	37	41

LOCATION	WORK ORDER	TYPE OF PIPE	SIZE	YEAR	BREAK	ESTIMATED DURATION	ESTIMATED WATER LOSS IN GALLONS	ESTIMATED DOLLAR VALUE OF WATER REVENUE LOSS**
1707 W. Weiland Lane	240562	DIP	8"	1980	2" hole	5 hours	278,345	\$1,692.34
624 E. Mitchell Avenue	241214	DIP	8"	1978	2" hole	4 hours	126,863	\$771.33
7 South Meadows Drive	241298	CIP	6"	1960	1/8" crack & 24" split	8 hours	103,824	\$631.25
Arlington Street/ John Street	241769	DIP	12"	1974	5" hole	4 hours	1,012,977	\$6,158.90
								\$0.00
								\$0.00
								\$0.00
								\$0.00

**Water Loss is calculated at the residential rate of \$6.08 per 1000 gallons.