

MINUTES OF THE BOARD OF PUBLIC WORKS
Tuesday, December 8, 2015

The Regular Meeting of the Board of Public Works was held on Tuesday, December 8, 2015 at 7:30 p.m. in the City Council Chambers located at 405 Jefferson Street, Washington, Missouri. The following were present/absent:

MEMBERS:

Chairman	Kurt Voss	Present
Member	Rob Vossbrink	Present
Member	John Vietmeier	Present
Member	Brad Mitchell	Present
Ex-officio Member	Les Crawford	Absent
Ex-officio Member	Mike Radetic	Present

OTHERS:

Council Representative	Jeff Mohesky	Absent
Council Representative	Josh Brinker	Present
Council Representative	Steve Sullentrup	Present
Council Representative	Greg Skornia	Present
Mayor	Sandy Lucy	Absent
City Administrator	James A. Briggs	Present
Public Works Director	Brian Boehmer	Present
Water/Wastewater Superintendent	Kevin Quaethem	Present
Public Works Secretary	Michelle Hill	Absent
Public Works Secretary/Temp	Beverly Hoyt	Present
City Engineer	Dan Boyce	Absent
Assistant City Engineer	Andrea Lueken	Absent

Originals and/or copies of agenda items of the meeting, including recorded votes are available on record in the office of the Public Works Secretary for one year. Video/DVD and audio tapes are kept only until the minutes have been approved for the meeting. DVD copies of this meeting are distributed to Board Members if requested.

Minutes. A motion was made by Mr. Mitchell and seconded by Mr. Vietmeier to approve the minutes from the regular December 10, 2015 meeting. The motion passed without dissent.

Wastewater

Chairman Voss - We have a pay request from Electric Unlimited.

Kevin Quaethem – We are about 90% complete. This is the slow phase where we are waiting for small switches and sensors to come in. All the work should be done by the end of this month if all goes the way it has been. There have been no problems they've been able to keep

the plant running by working in the middle of the night to maintain the equipment while under low flow. Everything has been working out quite well.

Chairman Voss – Anything else on Wastewater – Any Board members have anything on Wastewater?

Water – Pay Request Donohue

Mr. Quaethem – Yes, I made a mistake last month. I had said that the pay request previous to this was the last pay request. However, there was one still in transmission that I had not received. I talked with Al Callier and it was the finishing and finalization of the report. This is for \$4,367.05 and on this one it is documented as final with DNR approval of the project. Sorry for the communications error. It still came in under engineering budget of around \$7,000.00 under. This is the last final pay request, I do apologize for last months' communication error.

Mr. Vietmeier – And we are still under budget?

Mr. Quaethem – Yes, we are still under budget.

Chairman Voss – Any discussion on Donohue's final Pay Request #2. Motion to approve.

Mr. Vietmeier – I make a motion to approve.

Mr. Mitchell – I second the motion to approve \$4,367.05 to Donohue to finish out the Water Study required by Missouri Department of Natural Resources.

Chairman Voss – Any discussion, all in favor, aye, all oppose same sign. It has been approved.

Hydraulic Study:

Mr. Quaethem – We are just waiting on ISO and Donohue to work out some mapping information. Once done it will be installed on City computers and we will be trained and start working with it. They should be completed by either the first or second month of next year. This should be complete and in operation.

Multi-Unit Shut off Issues:

Mr. Quaethem – This coincides with the delinquent accounts. The multi-units as we know are going in affect next month with the new Ordinance in effect. There were approximately 129 multi-units and out of that we have about 25 that are still in limbo. Off those 25 there are a lot that have never been delinquent throughout the history of the units being two-family. This could be a reason we haven't heard from them. Was kind of looking at them, if there's been no problem with them then there would be no reason to fix it, just leave them alone till they become a problem then we will deal with them at that time.

We have four on the shutoff list. We are working with two of them and for whatever reason they are not calling back. We are aggressively addressing those to get them taken care of before January 2016. Once January is here we will have no other choice but to hang door hangers and then the renters will deal with the property owner. We are trying to take care of this without inconveniencing the other tenant that pays on time. As you can see everything went well they have received their 3rd letter. Since then we have received numerous calls, so it is moving forward really well.

Chairman Voss – So what does this chart show us?

Mr. Quaethem – This is the months' shutoff list, this is a report of all delinquent accounts. In July we had over 300 delinquent accounts, that's when we became more aggressive on the shut offs. During that time we went from 300 to 200 and then down to 100. This month we had over 111 delinquent. We were able to get 94 of those shut off. So the ones that are still off and the ones we still have issues with.

There are two on sewers only they are not connected to the water at all. We have four that are multi-units. We have eight that are to be dug up whether we need to find the curb stop, or whether it's bent or top is busted off. We started out in July with about 20 of these addresses with issues and now we are down to about eight that we have been able to correct. They have not shown back up on the list since we corrected the curb stop issue. This is just for information purposes only and to show where we are on the delinquent accounts.

Mr. Mitchell – Are these single family occupied or are they rental properties?

Mr. Quaethem – These are rental units, on Bieker Creek we have contacted the owner numerous times and they have not responded back so this is why we are going to address this one by digging up the service line and curb stop. Dubois is the same way, the owner is the occupied person and he is not responding because he knows we can't shut him off or do anything about him. Those two are our worst ones, we have locates in for all these guys. Dubois we think it's fed by one service line and then splits off into two side by side units. We actually have to find the curb stop that shuts the units off and then put two curb stops in to isolate both units. The rest are ones that the curb stop is bent over or the tops are busted off so we need to dig up and repair.

Mr. Mitchell – And the cost for example for Dubois and Bieker Creek once you find it and locate it, I assume curb stops will be put in, whose cost is that?

Mr. Quaethem – We will be absorbing the cost of that just to get it fixed and get these people turned off. This was discussed with Jim Briggs and he felt that was probably the best way to do this to get the bill paid. There are other avenues we could do but by the time we do the costs would be cheaper to do ourselves.

Mr. Mitchell – Can or will we file liens on their property after we pay for this expense?

Mr. Quaethem – We could but after talking with Jim he felt it might not be the most cost effective way to do it. That way we are guaranteed to shut them off. There are things we can do after we change them out.

Mr. Vietmeier – There's a process for inspections when a rental changes occupancy. That should be on the list of things the City is to inspect so it's taken care of.

Mr. Quaethem – We have one at the top of the list 607 Hickory Street, this is one we turned off and later found there was a new occupancy so the person involved in the address is not there. This is being tracked so if this person ever moves back into town then all the bills will go to his new account. So we will shut them off at their new account till it's paid in full.

Chairman Voss – So you've turned off 111 and these are all that's left on the list.

Mr. Quaethem – There were 111 on the list total and this is what is remaining of those 111, yes.

Chairman Voss – Okay, that's what I thought.

Mr. Sullentrup – So the ones that are off, are these people still living there without water? How long have they lived there that way?

Mr. Quaethem – There's no way to tell if they are living there or not by just looking at their bill. We don't get in them. They've been off since the last of November. So they've been off about two weeks now. We verify each morning by checking Sensus meter usage to make sure they are still off. It's hard to tell if there are still people in there.

Chairman Voss – What is Column 1?

Mr. Quaethem – Column 1 is one month delinquent, Column 2 is two months and so on. It is a staff decision we do not shut off the first month delinquent. We feel everyone has a chance of missing one payment. Our concentration is on the second month and so on. There are a few we get there to shut off and they make payment on line as we are shutting off.

Mr. Sullentrup – So Dubois is at \$410.00?

Mr. Quaethem – Yes, \$410.00 is the total amount due.

Chairman Voss – Sewers, what are we doing about the sewers?

Mr. Quaethem – Jim will be sending letters and if they don't respond to that, we will dig up the sewers and cap them off. At that point they cannot live in the properties.

Chairman Voss – The other thing that concerns me is that you had multiple shut off units that you weren't going to make comply with the ordinance.

Mr. Quaethem – It's not so much we are not going to make them comply with the ordinance. They have called and requested their tenants are paid up and do they have to follow by putting in another curb stop. Most have told me that we can have access to their meters if we need we can just call first. This is up to the Board on this if we need to let them all know that they have to do one or the other. Most that I have talked with have no problem meeting with us to turn off the meter if we have a problem.

Chairman Voss – If we pass an ordinance the ordinance applies to all the people of Washington. I'm all for working with these people who have tenants that are paying but we can't pick and choose who follows the ordinances.

Mr. Quaethem – Okay, I will follow up with all of them.

Mr. Mitchell – I agree you may have an owner now that is cooperative but if the property was to sell and you get someone that is uncooperative then we have a headache to deal with the owner. Whereas, at least now we have someone in there that appears cooperative that might be an easier resolution now than later.

Mr. Quaethem – Okay, that's not a problem.

Mr. Mitchell – Then again I keep picking on Dubois and Bieker Creek just cause those are two of the larger ones but when we have people who are uncooperative for whatever reason we have to go in and put the curb stop in an whatever the expense. I believe we should follow through with collection of that whether it's a lien on the property or some other cost effective avenue. I just don't think it's fair to those who go out and fix their own.

Mr. Vietmeier – I agree.

Chairman Voss – I think it's the consensus of the Board that we work with the people and use the most cost effective method. It's not fair to the ones who play by the rules and then we have to subsidize the people who don't want to play by the rules and don't pay their bills.

Is there anything else on the multi-unit shut offs?

Connection to Public Line 700.390

Chairman Voss – Are we still waiting on Mark?

Mr. Quaethem – Yes, still waiting on City Attorney.

Chairman Voss – Maybe Brian will talk to him with regard to the Ordinance.

Delinquent Water Accounts

That was discussed with the Multi-units earlier.

So do you think by being aggressive on dealing with these were more work in the beginning, but is it making less work now that we are being more aggressive?

Chairman Voss – Anything else on water for the Board?

Other Business

None

Old Business

None

Any discussion for the good of the order?

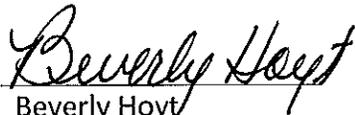
Mr. Vietmeier says he will not be able to make the January 12th Board Meeting, but as far as the rest, we will carry forward in your absence.

If there is nothing else for the good of the order, is there a motion to adjourn.

Next Scheduled Meeting Date. The next scheduled meeting date is January 12, 2015.

Adjourn. There being no further business the meeting adjourned on a motion by Mr. Vietmeier and seconded by Mr. Mitchell. All in favor aye, those oppose. We are adjourned.

Prepared by:



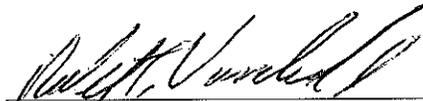
Beverly Hoyt
Public Works
Secretary/Temp

Adopted and Approved By the Board of Public Works:

Date:

1/12/16

Signature:


Secretary