

City of Oronoco
Water & Sewer Committee Meeting
City Hall - Zoom
December 12, 2023, 6:30PM
Approved Meeting Minutes

Members present: Paul Jannetto, Dylan Christopherson, Ryland Eichhorst, Ross Parker, Larry Stolp, Joe Kimmes

Absent: None

Others: Joe Palen, Cain Dolan, Jim Phillips

Agenda - Motion by Ryland Eichhorst and 2nd Joe Kimmes to accept agenda. Approved.

- I. Approval of November 14, 2023, minutes. Motion by Paul Jannetto and 2nd by Dylan Christopherson. Approved
- II. Wastewater Treatment Facility (WWTF)
 - A. WWTF Contract #1 – Construction Status Update
 - i. Staab Pay Request No. 24 totaling \$119,215.50 or 95.4% complete. Approval December 19, 2023, Council meeting.
 1. Contractor is working at the site cleaning up and addressing miscellaneous issues.
 - ii. Material Delivery Delays Updates:
 1. Electrical switchgear delivery – October 2024
 2. 480 Volt Electric Panel in Pretreatment Building delivery for late December / early January 2024.
 3. Lift Station Control Panels delivery and installation.
 - a. These control panels have been delayed.
 - i. Lift station #1 is scheduled for end of December.
 - ii. Remaining LS panels are scheduled to arrive between the end of January and end of March.
 - iii. WWTF Startup
 1. WWTF Commissioning & Training: Began on December 11th and are scheduled to extend through January 15.

Stantec and PeopleService operator will be present during training as needed. Equipment suppliers to provide additional training during WWTF startup in March 2024.

There was a discussion about videoing some of the training for future reference and training.

2. Staab is developing a winter maintenance program – In process.
3. Staab Change Order Request – Heat Trace construction for chemical lines.
 - a. Draft change order will be coming to document payment of costs (approximately \$13,350) for adding the heat trace wiring. Update.

III. Phase 1A Wastewater, Sanitary Sewer, and Watermain Improvements

A. Contracts #2 and #3 – Construction Status Update

i. Resident Project Status Update #34 was released on December 8, 2023

1. Fitzgerald Excavating – Construction update:

- a. The contractor is completing restoration of disturbed areas including construction staging and storage yards.
- b. Two water services to 535 and 615 5th Street NW will be installed via directional drill under due to bedrock. Ellingson agreed to install via HDD with rock head at a rate of \$950 / hour + \$800 mobilization charge. The cost is comparable to an open trench installation and committee consensus was to proceed with work.

2. Ellingson Drainage – Grinder Station & FM construction update

- a. ~6 grinder station structures to be installed in Spring 2024.
- b. Fitzgerald will complete construction of all open trench forcemain to grinder stations this week except for 2 that cannot be done due to impacts to existing septic systems – will be done next spring.
- c. Approximately 20 property owners have not installed Electric Service & Disconnect to power grinder station as previously directed.
 - i. Plan to send a letter to property owners with new deadline to complete electric service installation by March 18, 2024. Discuss ramifications of property owner delays (contractor remobilization costs). Committee recommended letter reference a contractor remobilization fee of \$1,500 or more payable by property owner if the contractor to come back later due to not having electric service complete. Letter will also reference the \$75 monthly user fee that would be charged to the property owner after sewer service could have been initiated. It was noted that all property owners have signed the Low Pressure Sewer Agreement that included the requirement

that they would install the electric service to power the grinder station.

3. Concrete patch in new bituminous roadway for gas service to 930 1st Street NW. MERC's contractor will replace the concrete patch with bituminous next spring.
- B. Fitzgerald Pay Request No. 22 totaling \$640,489.76. Approval Dec 19, 2023, Council meeting.
- C. Letter from Stantec to the Oronoco City Council requesting they authorize a construction services budget transfer from the WWTF project (193804989) to the Sanitary Sewer Collection System project (193804990). Motion by Ryland Eichhorst and 2nd by Joe Kimmes recommending council approve the requested budget shift of \$100,000 from the wastewater treatment plant contract to the Fitzgerald contract #2 and #3. Approved
- IV. Discuss irrigation meter usage:
- i. Discussed alternative method to requiring irrigation meter installation would be to average the November to April (6 months) water usages to determine the average monthly sewer rate and use to adjust summer usage calculation as need. Staff need to review the software to see if this can be done with minimal cost. Follow-up with Ranae and Cain.
 - ii. Discussion for how to handle the sewer rates before the treatment plant is operational next spring.
 1. There was a lot of discussion regarding how the city was going to charge residents sewer rates. Cain to put together a 6-month average water usage cost analysis for November to April for 2022-2023, and possibly 2021-2022 for comparison for each homeowner and will present the results at the January 9th meeting.
 2. There was also discussion about applying a multiplication factor to the 6 month average winter water use rate of 110% to 120% to more accurately calculate and charge for summer sewer use for properties who use significant volumes of water for summer months irrigation and other outdoor uses.
 3. Discussed the need to set Oronoco sewer use rate structure for 2024. Note that previously proposed Oronoco sewer rates were equal to Rochester's rates in 2022 and should be increase 3 to 5% each year.
 4. Committee to finalize sewer rate calculation policy at the January 9th Water and Sewer meeting.
 - iii. Discuss preparation for sewer use billing beginning in April 2024.

- V. Discuss Cross-Connection Control program and Backflow Prevention updates for Utility Code – Update with discussion of next steps with ordinance adoption.
 - i. Cain shared Rochester’s Public Utility (RPU) booklet for Public Water System Cross-Connection Control and Backflow Prevention Program for Rochester, Minnesota.
 - 1. Rochester requires all commercial buildings to have backflow prevention equipment installed to protect the public potable water supply from the possibility of contamination or pollution due to backflow of backsiphonage of contaminants or pollutants through the water service connection. Essentially, isolating the water supply inside the buildings so as not to escape into the public water system.
 - 2. Backflow devices for residential irrigation systems are typically installed to prevent contamination from inground systems flowing back into the public water supply.
 - 3. Cain to review the Minnesota Rural Water Association template and compare it to cities around Oronoco. Will discuss at the January 9th meeting.
- VI. Next meeting January 9, 2024, 6:30 PM in-person.
- VII. Motion by Ryland Eichhorst and 2nd by Ross Parker to close the meeting at 8:00 PM. Approved

Respectively submitted by Ryland Eichhorst