



**Wastewater Facility**  
**2540 First Street South**  
**Wisconsin Rapids, WI 54494-5798**  
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Ryan Giefer – Wastewater Superintendent  
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The Wastewater Treatment Commission met at 1:30 p.m. on May 3, 2017 at the Wastewater Treatment Plant, 2540 1<sup>st</sup> Street South, the following members were present: Tom Rayome, Joe Terry, Tammy Steward, Lee Albrecht, and Sue Wesley. Also present were Ryan Giefer, Greg Luke, Paul Everitt (Ocean Spray Tech Services Manager), and Carrie Beck (Ocean Spray EHS Manager).

Commission Members Absent: Peter Jennings (Chairperson), David Yonkovich

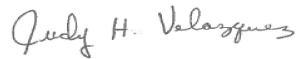
Ryan Giefer opened the meeting in the absence of Peter Jennings (Chairperson). A motion was made by Lee Albrecht and seconded by Sue Wesley to nominate Tom Rayome as temporary Chairperson for this meeting.

1. **Minutes of the April 5, 2017 meeting:** A motion was made by Lee Albrecht and seconded by Sue Wesley to approve the minutes as written. **Motion Carried.**
2. **Review and approve Primary Clarifier Rehab Proposals:** Ryan Giefer submitted three (3) Request for Proposals (RFP's) to rehabilitate the Primary Clarifier at the Treatment Plant. Ryan recommended the proposal from Process Equipment Repair, West Bend, WI for the amount of \$144,499.00. A motion was made by Lee Albrecht and seconded by Tammy Steward to approve the proposal submitted by Process Equipment Repair to perform the work on the Primary Clarifier Rehabilitation Project. **Motion Carried.**
3. **Review and consider approval of Wastewater Engineering Contract Amendment and Task Order.** Joe Terry submitted for approval three amendments (attached) to the Technical Service Contract held between the City of Wisconsin Rapids and Strand Associates. The amendments revises the schedule, scope of work, compensation, and adds new services or work that is to be completed under the contract. A motion was made by Lee Albrecht and seconded by Sue Wesley to approve the amendments to Strand's Technical Contract. **Motion Carried.**
4. **Update of high Phosphorous hauled in Waste Pilot:** Ryan reported the progress being made under the Waste Pilot Study. Some positive effects were noted by the addition of phosphorous and nutrient rich dairy waste. Ryan recommended to continue with the Waste Pilot Study to gather additional information to fully evaluate the effect nutrient rich waste materials will have on the plant's operations.
5. **Update on Nutrient Addition Skid:** Ryan stated that the nutrient addition skid is running and updated the commission members on the results. Improvement is needed to find the right balance for optimal plant operation.
6. **Update on Radio Telemetry Project:** The upgrade to the Radio Telemetry Project is nearing completion, all that remains is connecting a couple of lift stations.
7. **Introduce Pat Heineck as new Relief WWTP Operator:** With the retirement of Mark Dickinson, Zachary Thomas has been upgraded to WWTP Operator and Pat Heineck has been awarded the position of Relief WWTP Operator. Pat previously worked at the Street Dept. under Paul Vollert.
8. **Congratulate Greg Luke on his upcoming retirement:** Greg Luke will be retiring after 28 years of service, his last day of work will be June 6, 2017.
9. **Update on Chief Operator Interviews:** Four qualified candidates have been interviewed to fill the Chief Operator's position once Greg Luke retires. A final decision has not been made.
10. **Supervisor Report**
  - a. Monthly Plant Report: Phosphorous levels exceeded the WDNR Discharge permit range, Ryan

submitted a narrative report to the WDNR identifying the problem and the steps being taken to bring the phosphorous levels back within an acceptable range. All other plant operations are within WDNR Discharge Permit ranges.

- 11. Bills and Revenues:** The March revenue and April bills were reviewed. A motion was made by Lee Albrecht and seconded by Tammy Steward to approve the bills. **Motion Carried.**
- 12. Referrals:** Lift Station Facility Plan design options, Contracts with Industrial Users, and Municipal Contract with the Village of Biron
- 13. Adjourn:** A motion was made by Lee Albrecht and seconded by Sue Wesley to adjourn the meeting at 2:13. **Motion Carried.**

Respectfully submitted by:



Judy Velazquez  
Acting Secretary