



Dated: May 27, 2022

For the record, this meeting has been properly posted and noticed.

NOTICE IS HEREBY GIVEN, that the special meeting of the Village Board will be held at 5 p.m. on Tuesday, May 31, 2022 at the Village Hall located at 26 N. 6th St. at which time the following items of business will be discussed and possibly acted on:

Roll Call

Pledge of Allegiance

Citizen Questions and Concerns

Announcements

President's Report

New Business –

Water & Sewer Committee –

Committee meeting minutes presented for acceptance and to be placed on file

Committee recommendation regarding adding lead line and sewer lateral replacements to the bid for 2022 projects

Discussion and possible action regarding adding lead line and sewer lateral replacements to the bid for 2022 projects

Committee recommendation regarding Lead Service Line/Sewer Lateral Replacement Policy

Discussion and possible action regarding Lead Service Line/Sewer Lateral Replacement Policy

Discussion and possible action regarding replacing sewer mains that are contributing to inflow/infiltration (I/I)

NOTICE IS FURTHER GIVEN, that the board will then convene into closed session to discuss the possibility of pursuing to purchase public property and investing of public funds.

Specific exemption – Under S. 19.85(1)(e): Deliberating or negotiating the purchase of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session.

Motion to convene into closed session

Roll Call Vote

NOTICE IS FURTHER GIVEN, that the board will reconvene back into open session.

Discussion and possible action regarding the purchase of public property, investing public funds and other directly related items of business

Adjournment

A handwritten signature in black ink, appearing to read "Dennis DuPrey", written over a circular stamp or seal that is partially obscured.

Dennis DuPrey
Administrator Clerk Treasurer

**WATER & SEWER COMMITTEE
COMMITTEE MEETING MINUTES
May 16, 2022, 4:30 p.m.**

Members Present: Peggy Nolan, Tim Keuler and Tom Roehrig

Also Present: Kim Plate, Dennis DuPrey, Mark Fochs, Jim Schmidt, Anita Loose

There were no citizen questions and concerns and no announcements.

The first item discussed was the sewer lateral at 208 W. Cedar St. Kim showed the committee the video of our televising of the lateral. At the right-of-way line connection, the lateral actually drops in the portion that runs out to the sewer main. The video also televised going up the lateral to the house. It does change from PVC to clay and when it gets into the house, it actually changes to cast iron. The problem with the lateral is definitely on the private property part and thus isn't our responsibility. The committee felt that this video should be shown to the property owner so that they can see what the committee saw and that the issues are on the private property side. It would be her responsibility to pay for the cost of repairs. We could offer the same payment plan as with the LSL's. Kim was instructed to take care of this.

The next item discussed was the Lead Service Lines (LSL's) and sewer laterals. A listing of the LSL's along with the results of televising the corresponding sewer laterals was presented to the committee. They were reviewed. There is a total of 9 LSL's. Kim stated that some of the sewer laterals are okay but others should be replaced. He listed 3 separate properties that had both LSL's and also issues with the sewer lateral. They were as follows:

1. 53 N. 8th St.
2. 31 N. 7th St.
3. 124 E. Main St.

Kim stated that he would have this bid out along with the other water and sewer work that is being planned to be bid out soon. Keuler commented that Lamers Construction should be on the bidding list because they have done a good job so far in Chilton. The committee felt that these should be addressed as soon as possible and should be included in the other projects being bid. Action – to recommend to the village board to include the 3 above properties within the bid for other projects in 2022 – motion: Nolan; second: Roehrig; carried. DuPrey questioned about talking with the property owners prior to bidding the projects. He suggested talking with the residents upfront to discuss the project, the financing options and an estimate. If nothing else, it would at least give them an idea at the cost. He stated that he doesn't want issues of having to do change orders to remove the work from the project because we are limited to 15% of the project cost with change orders.

The next item discussed was the policy for LSL's/Sewer Laterals replaced. The proposed policy was presented to the committee. Kim brought up the replacement of the LSLs with copper. He stated that most are using PVC. The committee agreed. DuPrey suggested wording it as "copper, PVC or any other DNR approved material". That way we wouldn't have to change the policy each

time that new approved material. The committee agreed. Action – to recommend to the village board to approve the Lead Service Line (LSL)/Sewer Later Replacement Policy with the one change to accepted materials for the laterals – motion: Nolan; second: Roehrig; carried.

The next item discussed was issues with I/I (Inflow/Infiltration). Kim presented 3 separate areas where there are I/I issues. He stated that the property at 124 S. 9th St. has a sewer lateral that is bad. Also, both the water lateral and sewer lateral are a shared lateral with the property located at 831 W. Milwaukee St. Also, the sewer main by 154 N. 6th St. has an offset by the manhole and needs to be repaired. Lastly, he stated that the sewer main on the first section of Greve Ct. is a concrete main with substantial breakage. This was discussed by the committee. The committee felt that as long as projects are happening this year, it would make sense to do the repairs to the sewer main on 6th St. and Greve Ct. The committee suggested that Kim reach out to the owner of the property at 124 S. 9th St. to explain the situation and potential solutions. It would be best to get both properties on their own separate laterals. That way, it would not be an issue if one of the properties are sold. This will be done.

Action – to adjourn – motion: Nolan; second: Roehrig; carried. The meeting was adjourned at 5:37 p.m.

Minutes compiled by

Dennis DuPrey
Administrator Clerk Treasurer

hilbertclerk@villageofhilbert.com

From: Kim Plate <hilbertdpw@villageofhilbert.com>
Sent: Friday, May 13, 2022 9:49 AM
To: hilbertclerk@villageofhilbert.com
Subject: FW: Final LSL list

Dennis,
 Print this out for sewer committee meeting also.

Kim Plate
 Village of Hilbert
 Director of Public Works
 Mobile: 920-418-3272
 Office: 920-853-3556
 hilbertdpw@villageofhilbert.com

From: Ryan H. Trzinski <rtrzinski@releeinc.com>
Sent: Tuesday, May 03, 2022 01:59 PM
To: Kim Plate <hilbertdpw@villageofhilbert.com>
Subject: RE: Final LSL list

Kim,

I have reviewed all of the televising reports and have determined the following information:

1. 154 N. 6th St. – Monica Arndt **PVC to R/W – Lateral Okay**
 - a. **Pipe Offset in Sanitary Main on 6th Street near MH 509. – Recommend replacement of offset**
2. 31 N. 7th St.- David Reif **PVC to 18.5' from Main, then to clay. Could Extend PVC To R/W. But no issues noted in Clay currently. I don't believe we need to do anything unless you would like replace the 15 feet +/- of clay to R/W.**
3. 617 W. Chestnut St.- Duane Sweere **PVC To R/W – Lateral Okay**
4. 139 N. 5th St.- Michael Suchan **PVC To R/W – Lateral Okay**
5. 45 S. 5th St.- Dorothy Richart **PVC to R/W – Lateral Okay**
6. 25 S. 5th St. – Rick Glassow **PVC To R/W – Lateral Okay**
7. 32 W. Main St.- Kyle Padgett **PVC To R/W – Lateral Okay**
8. 53 N. 8th St. – Chad Klika **Vitrified Clay pipe 9.7 Feet from Main, 10' I&I is noted. Recommend replacement of Clay pipe form 10' to R/W.**

9. 124 E. Main St. – Dave Boesch Joint deflection noted at 9’ from main. Could not televise past. Recommend replacement from 9’ to R/W.

10. Greeve Ct. Sanitary Main is concrete, and has a substantial breakage on the top of pipe at 192 feet from MH 656. Recommend dig down and replace, or spot lining to reduce I&I and material entering system.

Let me know if we should include any of this work in this year’s contract, or how you would like to proceed with these items.

Thank you,

Ryan H. Trzinski, PE |
Construction Services Manager
920-662-9641 | rtrzinski@releeinc.com



From: Kim Plate [<mailto:hilbertdpw@villageofhilbert.com>]
Sent: Monday, April 18, 2022 11:09 AM
To: Ryan H. Trzinski
Subject: RE: Final LSL list

Ryan,
These are all private side. Remaining televising is scheduled for this week.
Kim Plate
Village of Hilbert
Director of Public Works
Mobile: 920-418-3272
Office: 920-853-3556
hilbertdpw@villageofhilbert.com

From: Ryan H. Trzinski <rtrzinski@releeinc.com>
Sent: Monday, April 18, 2022 10:29 AM
To: Kim Plate <hilbertdpw@villageofhilbert.com>
Subject: Re: Final LSL list

Kim,

We are working on this plan sheet. Can you tell me, are all of these replacements just on the private side, or are these public side also?

Thank you,

Ryan H. Trzinski, P.E.
Robert E. Lee & Associates, Inc.
Cell 1 (715) 340-9652

From: Kim Plate <hilbertdpw@villageofhilbert.com>
Sent: Friday, April 8, 2022 2:27 PM
To: Joshua J. Steffeck; Ryan H. Trzinski
Subject: Final LSL list

Here is the final list for lead service line replacement. I still have to televise sanitary sewer laterals for 25 S. 5th, 53 N. 8th, and 124 E. Main. I will get them scheduled ASAP.

Thanks,

Kim Plate

Village of Hilbert

Director of Public Works

Mobile: 920-418-3272

Office: 920-853-3556

hilbertdpw@villageofhilbert.com



LEAD SERVICE LINE (LSL)/SEWER LATERAL REPLACEMENT POLICY

As per current EPA and Wisconsin DNR Code, the Village of Hilbert is required to inventory LSLs located within the Village. If there are LSLs located, the Village is required to remove the LSL's and replace them with copper, PVC or any other Wisconsin DNR approved material anywhere from the main to the house.

As part of this requirement, the Wisconsin DNR desires to have any sewer laterals that are contributing to Inflow/Infiltration (I/I) to be replaced at the same time as the LSL's are replaced;

The following policy will be instituted regarding the replacement of LSL's and sewer laterals contributing to I/I:

1. The Village will hire a contractor to replace the LSL and the sewer lateral at the same time if the sewer lateral is found to be contributing to I/I.
2. The costs associated with this replacement shall be as follows:
 - a. From the main until the lot line will be the responsibility of the Village
 - b. From the lot line to the house will be the responsibility of the Property Owner
 - c. Costs that are the responsibility of the property owner will be billed out in 5 equal annual installments at the then current interest rate. The property owner can choose to pay the entire balance without interest if paid prior to the due date of the first annual installment. -as a special assessment/special charge on the property tax bill payable over a 5-year period at the then current interest rate. The property owner shall have the right to pay the entire cost of their share prior to placing the charge on the property tax bill without interest.
 - d. If the Village does receive a grant funds for the replacement of LSLs, then the cost of replacing the LSL will be at no charge to the property owner. There is no guarantee that we will receive funding to cover all of the LSL's that need to be replaced. The funding is awarded on a project, by project basis so there may be some property owners that have their laterals replaced free of charge and others may have to pay the entire cost that is the property owner's responsibility. The costs associated with the sewer lateral are not eligible for grant funds.

This policy shall remain in effect until such time it is replaced with a different policy.

Approved this _____ day of _____, 2022

James Schmidt, Village President

ATTEST:

Dennis DuPrey, Administrator Clerk Treasurer

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- WaterUtility by hilbertvillage Updated: 6/18/21
- StormUtility by hilbertvillage Updated: 6/18/21
- Plan and Profile Sheets by hilbertvillage Updated: 10/17/18
- Sewer Manholes by hilbertvillage Updated: 4/18/17
- HilbertBasemap by hilbertvillage Updated: 4/18/17

Map navigation controls: zoom in (+), zoom out (-), and a white box.



I&I in manhole
831 Milwaukee 3 124 S. 9th
Share water and sewer lateral
I&I is coming from 124 sewer lateral.

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