

Utility Advisory Commission Regular Meeting

Agenda

Thursday, January 2, 2020

7:00 pm – Gardner City Hall Council Chambers

CALL TO ORDER

PLEDGE OF ALLEGIANCE

PUBLIC COMMENT

CONSENT AGENDA

1. Standing approval of the minutes as written for the November 7, 2019 meeting of the Utility Advisory Commission.

OLD BUSINESS

NEW BUSINESS

1. Consider a recommendation to the City Council to procure a High Pressure CO2 Fire Protection System for the Gas Turbines.
2. Consider a recommendation to the City Council for the implementation of the Private Inflow & Infiltration work for Basin 1 of the Inflow & Infiltration Project, Project No. WW1706.

DISCUSSION ITEMS

1. Project Updates – Electric, Line Maintenance, Wastewater, and Water.

OTHER BUSINESS

ADJOURNMENT

UTILITIES ADVISORY COMMISSION STAFF REPORT CONSENT AGENDA ITEM #1
MEETING DATE: JANUARY 2, 2020
STAFF CONTACT: GONZ GARCIA, UTILITIES DIRECTOR

AGENDA ITEM: Standing approval of the minutes as written for the November 7, 2019 meeting of the Utilities Advisory Commission.

Background:

The draft minutes for the November 7, 2019 Utilities Advisory Commission meeting are attached.

Staff Recommendation:

Staff recommends approval of the minutes for the November 7, 2019 meeting of the Utilities Advisory Commission.

Attachments:

- Draft minutes of the November 7, 2019 Utilities Advisory Commission meeting.

**RECORD OF PROCEEDINGS
OF THE UTILITY ADVISORY COMMISSION
GARDNER, KANSAS
Page No. 2019-19
November 7, 2019**

The Utilities Advisory Commission of Gardner, Kansas, met in Regular Session on November 7, 2019, at City Hall. Present were Chairman Gary Williams, Commissioner Barbara Coleman, Commissioner Andrew Taylor, Commissioner Kristina Harrison, Utilities Department Director Gonzalo Garcia, Line Maintenance Superintendent Juan Delgado, Electric Distribution Manager Bruce Baldwin, Sr. Maintenance Worker Teddy Manes, Administrative Assistant Erin Groh and one member of the public.

CALL TO ORDER

The meeting was called to order at 7:00 p.m. by Chairman Gary Williams.

PLEDGE OF ALLEGIANCE

PUBLIC COMMENT

Resident Adam Cox said that he hasn't heard from the City the fiscal impact the smart meters will have on the residents. He said he feels as though the City does not know what it is getting into financially in regards to the smart meters.

CONSENT AGENDA

1. Standing approval of the minutes as written for the September 5, 2019, meeting of the Utility Advisory Commission.

Motion by Commissioner Coleman, seconded by Commissioner Taylor, to approve the Consent Agenda.

Motion carried 4-0 Aye

OLD BUSINESS

NEW BUSINESS

1. Consider election of a Vice-Chairperson of the Commission.

Director Gonz Garcia presented the staff report. Due to the resignation of Chairperson Andrew Krievins on October 7, 2019, and according to Article 3, Section 3 of the UAC By-Laws, Commissioner Gary Williams shall succeed to the office of Chairperson for the unexpired term, and the Commission shall then select a new Vice Chairperson for the unexpired term.

The commission briefly discussed who should become Vice-Chairperson and it was decided that Kristina Harrison would take the position.

Motion by Commissioner Taylor, seconded by Commissioner Coleman to elect Kristina Harrison as Vice-Chairperson of the Utilities Advisory Commission.

Motion carried 4-0 Aye

2. Consider a recommendation to the City Council to purchase a combination vacuum and jetting truck.

Director Gonz Garcia presented the staff report. Line Maintenance Superintendent Juan Delgado conducted a presentation on the trucks.

Motion by Commissioner Coleman, seconded by Commissioner Harrison to forward a recommendation to the City Council to award a supply contract to Elliott Equipment & Supply

Co., for a Camel demo unit in the amount of \$338,000 plus insurance and delivery, for a combination vacuum and jetting truck.

Motion carried 4-0 Aye

3. Approve a recommendation to the City Council to replace two specialty vehicles in the lease program.

Electric Distribution Manager Bruce Baldwin presented the staff report.

Commissioner Harrison asked if staff had ever compared leasing vs. buying the Electric specialty vehicles. Mr. Baldwin stated that leases are the best way to go because you can plan for the expense of it and Altec Capital will cover most all repairs, whereas if you buy, it is extremely expensive and you have to pay for repairs which are costly.

Motion by Commissioner Harrison, seconded by Commissioner Coleman to authorize the City Administrator to execute an agreement with Altec Capital to replace the distribution digger derrick in the lease program for five years at a monthly rate of \$3,461 per month and the large aerial lift truck for five years at a monthly rate of \$3,422 per month excluding insurance and delivery charge.

Motion carried 4-0 Aye

4. Approve a recommendation to the City Council to adopt a smart meter opt-out policy.

Director Gonz Garcia presented the staff report.

Commissioner Harrison stated that she felt that she didn't want an opt-out due to the smart meters bringing in proficiencies. Discussion amongst the commission brought about an idea to have a new option which is a hybrid of the two opt-outs that were already up for discussion.

Motion by Commissioner Taylor, seconded by Commissioner Coleman to recommend that City Council authorize an option for digital opt-out of the smart meter with no fees and an opt-out option to keep a non-smart meter if a medical waiver is signed by the resident's physician.

Motion carried 4-0 Aye

DISCUSSION ITEMS

1. 2019 3rd Quarter Electric Outage Report

Director Garcia presented the Electric Outage report for the 3rd Quarter of 2019. Electric staff responded to 19 outages affecting 605 customers: 9 caused by equipment failures, 3 caused by trees, 3 caused by animals and 4 caused by damage by others. The average workday response time was 4 minutes and the average workday length of outage was 1 hour and 20 minutes. The average after-hours response time was 37 minutes and the average after-hours length of outage was 1 hour and 41 minutes. The overall average response time was 35 minutes and the overall average length of outage was 1 hour and 40 minutes.

2. 2019 3rd Quarter Wastewater Collection Repairs Report

Director Garcia presented the Wastewater Collection report for the 3rd Quarter of 2019. Line maintenance staff completed 5 sanitary sewer line repairs affecting 4 customers: 1 due to roots and 4 due to unknown causes. The average workday response time was 22 minutes and the average workday repair time was 1 hour and 56 minutes. The average after-hours response time was 17 minutes and the average after-hours repair time was 52 minutes. The

overall average response time was 19 minutes and the overall average repair time was 1 hour and 18 minutes.

3. 2019 3rd Quarter Water Distribution Repairs Report.

Director Garcia presented the Water Distribution Repairs Report for the 3rd Quarter of 2019. Line maintenance staff completed 21 water distribution service repairs affecting 139 customers: 4 due to valve failures, 1 due to hardware failure, 3 due to main line failures, 5 due to service line failures, 3 hydrant repairs, 2 due to damage by others, and 3 due to other reasons. The average workday response time 25 minutes and the average workday repair time was 6 hours and 47 minutes. The average after-hours response time was 18 minutes and the average after-hours repair time was 4 hours and 41 minutes. The overall average response time was 23 minutes and the overall average repair time was 6 hours and 17 minutes.

4. Project Updates- Electric, Wastewater and Water.

Director Garcia discussed the Electric project updates:

Recently, the Electric division has completed terminating cable in the Symphony Farms IV subdivision. Also, crews have completed the relocation of the single phase overhead electric line along W. Santa Fe for the Santa Fe (W. 175th) Street Improvement Project.

Director Garcia gave the Wastewater Treatment project updates:

The South Lift Station is now at final completion. The new blowers at the Kill Creek Wastewater Treatment Plant will be installed over the next month by Accessible Technologies (Inovair).

Director Garcia gave the Water Treatment project updates:

The Hillsdale Water Treatment Plant Design Build project is under construction. These are the latest highlights:

- CAS and sub-contractors are on site performing work such as tree clearing, grading, rock excavation, surveying, tying rebar, and land acquisition processes for the new RAW waterline.
- Rock excavation for the carbon contact structure and transfer pump station was completed two weeks ahead of schedule.
- Burns and McDonnell and City staff are working with KDHE and all other entities on permitting and design components of the project.

OTHER BUSINESS

ADJOURNMENT

Motion by Commissioner Taylor, seconded by Commissioner Harrison, to adjourn the meeting at 8:33 p.m.

Motion carried 4-0 Aye

/s/ Erin Groh
Utilities Department Administrative Assistant

UTILITY ADVISORY COMMISSION STAFF REPORT

NEW BUSINESS ITEM #1

MEETING DATE: JANUARY 2, 2020

STAFF CONTACT: MATT PONZER, ELECTRIC GENERATION MANAGER

AGENDA ITEM: Consider a recommendation to the City Council to procure a High Pressure CO2 Fire Protection System for the Gas Turbines.

Background:

The existing low pressure CO2 system has leaks and no longer meets NFPA suggested design practices. The CO2 system is supposed to be kept active when our Gas Turbines are available. If we leave the existing CO2 system fully active it will leak the full content of CO2 in 2-3 days requiring a refill that costs around \$1,500. Therefore, we currently isolate the CO2 system making it non-operational when we're not running the Gas Turbines, which is not the best practice for the operational state of the Gas Turbines as we still have oil circulating and natural gas present up to stop/control valves. The existing CO2 system is old enough that the OEM is no longer around and we have to use 3rd party contractors to attempt making repairs. The third party contractors can never guarantee that they'll be able to fix the problems or repair the equipment but we have no choice but to pay them to try, and to date, it hasn't been successful. Over the past five years the department has spent a total of \$33,900 trying to have contractors service the old outdated equipment. The piping distribution system to release CO2 inside of the gas turbine enclosures no longer meets current NFPA suggested design practice of being schedule 80 piping. The existing piping is schedule 40.

The new system will allow for us to keep fire protection active when our gas turbines are available in stand-by operation (not generating electricity but oil is circulating and natural gas is present up to stop/control valve) which is the status 99% of the time. It will also bring the fire protection system up to the current NFPA suggested design practices. The new system will be a simple system that has fewer mechanical/electrical parts that create maintenance issues. It will consist of high pressure cylinders that require little to no maintenance and parts will be new and from a company that is still active with readily available spares. With the service life of the existing CO2 system being exceeded, high costs, and it not being able to fully perform its intended purpose we feel it is necessary to replace it.

IFB Process:

City staff issued an Invitation for Bid for Electric Generation – High Pressure CO2 System. The invitation was published in The Gardner News and on the City's website, and also picked up by multiple plan rooms. A total of two (2) bids were received and opened on December 4, 2019.

The bids received for the High Pressure CO2 System project are as follows:

Vendor	Bid Amount
Keller Fire & Safety	\$99,739
Johnson Controls Fire Protection	\$134,000.51

This project is not part of the CIP but funds are available in the Electric Fund.

Staff Recommendation:

Approve a recommendation to the City Council to accept the low bid from Keller Fire & Safety for a High Pressure CO2 System as received on December 4, 2019 in the amount of \$99,739.

Attachments:

- Bid Tab for High Pressure CO2 System





High Pressure CO2 System Bids Closing Date of 12/4/2019 @ 11am
City of Gardner Utilities Dept.

Company	Bid Amount	Contact Name	Phone	Email
Keller Fire & Safety	\$99,739.00	Chris Knox	816-969-9619	chris.knox@kellerfire.com
Johnson Controls Fire Protection	\$134,000.51	Michael Frieson	816-527-5609	michael.frieson@jci.com

UTILITY ADVISORY COMMISSION STAFF REPORT NEW BUSINESS ITEM #2
MEETING DATE: JANUARY 2, 2020
STAFF CONTACT: GONZ GARCIA, UTILITIES DIRECTOR

AGENDA ITEM: Consider a recommendation to the City Council for the implementation of the Private Inflow & Infiltration work for Basin 1 of the Inflow & Infiltration Project, Project No. WW1706

Background:

In 2018, Trekk Design Group, LLC was selected via the RFQ process that included six firms submitting proposals for the Inflow & Infiltration (I&I) program. The 2017 Wastewater Master Plan made recommendations for the City of Gardner to adopt and implement an I&I program. Trekk has performed flow monitoring, flow calculations and reviewed proposed CIP projects from the 2017 Wastewater Master Plan in 13 drainage basins throughout the City. This information collected has been reviewed and prioritized. Drainage Basin 1 was determined to have the highest I&I and was selected as a “pilot” program.

The I&I program provides prioritization, procedures, schedules, and planning for maintaining and rehabilitation of the existing sanitary storm sewer system throughout the community. This program will improve the efficiency of operation and maintenance provided to the community by the Utility Department.

Private I&I Process:

On November 18, 2018, City Council approved a recommendation from the UAC to move forward with the Private I&I Program. The goal of the Private I&I program is to cost-effectively remove significant sources of I&I on private property that are contributing excessive wet weather flow to the sanitary sewer system. The private I&I program consists of:

1. Property owner notifications
2. Building evaluations
3. Homeowner agreement for access to make repairs
4. Repair to Inflow Source by local plumber
5. Final Inspection

The notifications, building evaluations, and tracking of these items are already apart of Trekk’s overall fees in which \$89,900 is budgeted for this work that covers 250 homes within the pilot area.

On July 2019, Trekk crews performed smoke testing, and review of all CCTV videos collected by City crews covering Drainage Basin 1.

It is anticipated that the findings from the pilot-scale abatement program will be used to develop a long-term Private I&I Abatement Program and funding projections for future phases of the Private I&I program.

Staff and Committee Recommendation:

Approve a recommendation to the City Council to fund \$125,000 for the implementation of the Private Inflow & Infiltration work for Drainage Basin 1 as part of Inflow & Infiltration Project, Project No. WW1706.

Attachments:

A. City Council Meeting Minutes 11/19/18 excerpt

**RECORD OF PROCEEDINGS
OF THE GOVERNING BODY
CITY OF GARDNER, KANSAS**

Page No. 2018 - 173
November 19, 2018

1. Consider adopting an ordinance approving a conditional use permit for Enterprise Leasing Company of Kansas, LLC for Outdoor Sales – Heavy use

Todd Parker with Enterprise Leasing stated he is excited for the opportunity as it will make it easier to provide service for local customers and New Century.

Councilmember Gregorcyk made a motion to adopt Ordinance No. 2594 approving a conditional use permit on certain lands located in the City of Gardner, Kansas, under the authority granted by Title 17 of the Municipal Code of the City of Gardner, Kansas (CUP-18-01)

Councilmember Baldwin Seconded.

With all of the Councilmembers voting in favor of the motion, the Ordinance passed and was assigned Ordinance number 2594

Baldwin	Yes
Gregorcyk:	Yes
Melton	Yes
Moore:	Yes
Winters:	Yes

2. Consider a recommendation to the City Council to move forward with the Private I&I Program as part of the Inflow & Infiltration Study & Analysis Project, Project No. WW1706

Ron Thomann of TREKK stated when programs are mandatory property owners are reluctant to spend money on something they feel is not their problem. Councilmember Moore stated he is not in favor of a mandatory program.

Mayor Shute stated in one weekend of high flow, \$76,000 more was spent due to inflow and infiltration (I&I). He said the proposition for the private portion of the plan required \$125,000 in funding. He said as the cost of a single weekend was approximately 2/3 the cost of the program, the program made sense from a cost-benefit standpoint.

Senior Staff Engineer Jeff LeMire stated private I&I constituted 75% of the City's I&I problems. He said for every \$1 spent on private I&I, \$10 would be required to fix the public side. He said the first area being considered was low hanging fruit as even during the dry summer that particular basin experienced spikes due to rainfall.

Councilmember Moore asked if this was calculated as part of the rate increase. Interim Finance Director Matthew Wolff stated this was already budgeted for as part of the \$300,000 per year budgeted for I&I. Mayor Shute stated this would be preventative as I&I was more expensive to stop once it entered the system. Councilmember Moore stated a public information campaign would be needed, which would be an additional cost. Councilmember Gregorcyk asked how far out the I&I budget was for. Mr. Wolff stated this was a two-year budget, but it was project for ten years.

Councilmember Gregorcyk asked what participation rate was necessary to make this a viable investment if the program was voluntary. Lucas Gillen from TREKK stated most areas had a 80% - 90% participation rate, though this was lower in areas with rental properties. Councilmember Gregorcyk asked the average cost to the City per house. Mr. Gillen stated the average was approximately \$1,200 per house.

Councilmember Moore made a motion to authorize the City Administrator to move forward with the Private I&I Program as part of the Inflow & Infiltration Study & Analysis Project, Project No. WW1706

Councilmember Melton Seconded.

With all of the Councilmembers voting in favor of the motion, the motion carried.

UTILITY ADVISORY COMMISSION STAFF REPORT

DISCUSSION ITEM #1

MEETING DATE: JANUARY 2, 2020

STAFF CONTACT: GONZ GARCIA, UTILITIES DIRECTOR

AGENDA ITEM: Project Updates – Electric, Line Maintenance, Wastewater, Water

Background:

Staff will discuss projects and provide current status updates at the meeting.