



Mequon, WI 53092-1930  
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**PUBLIC WORKS/ENGINEERING**

**Sewer Utility District Commission  
April 12, 2016 at 7:15 pm  
Christine Nuremberg Hall, Mequon City Hall**

**AGENDA**

1. Call to Order, Roll Call
2. Minutes of October 27, 2015  
**Action Requested:** Review and Approve Minutes
3. Resolution 3371 – Contract Award for Lift Station A Generator and Transfer Switch  
**Action requested:** Review and Recommend Approval of Resolution 3371
4. Adjourn

Dated: April 5, 2016

/s/ Dan Abendroth, Chairman

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**Any questions regarding this agenda may be directed to the Public Works office at 262-236-2913, Monday through Friday, 7:00 a.m. – 3:30 p.m.**

**Notice is hereby given that a quorum of other governmental bodies may be present at this meeting to present, discuss and/or gather information about a subject over which they have decision making responsibility, although they will not take formal action thereto at this meeting.**

**Persons with disabilities requiring accommodations for attendance at this meeting should contact the City Clerk's Office at 262-242-2914, twenty-four (24) hours in advance of the meeting.**

CITY OF MEQUON  
WISCONSIN  
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**Sewer Utility District Commission**  
Tuesday, October 27, 2015 – Christine Nuernberg Hall  
MINUTES

PRESENT: Mayor Abendroth, Aldermen Strzelczyk, Pukaite, Mayr, Leszczynski, Gierl, Hawkins, Nerbun, Adams.

STAFF

PRESENT: City Administrator Jones, Assistant City Administrator Thyges, Director of Public Works/City Engineer Lundeen, Deputy Director of Public Works/Assistant City Engineer Jahncke, Finance Director Watson, Assistant Finance Director Rudychev and Administrative Secretary Kress.

Mayor Abendroth called the meeting to order at 8:59 p.m.

- 1) The minutes of the meeting held September 22, 2015 were moved for approval by Ald. Strzelczyk, seconded by Ald. Nerbun, and unanimously approved by the Commission as written.
- 2) Director of Public Works/City Engineer Lundeen provided an overview of the 2016 Sanitary Sewer Budget.

Following discussion, it was moved by Ald. Gierl, seconded by Ald. Hawkins, and unanimously approved by the Sewer Utility District Commission to recommend Resolution 3335, Adopting a 2016 Sanitary Sewer Budget and Establishing the 2016 Sanitary Sewer User Fee Schedule, to the Common Council for approval.

- 3) There being no further business to conduct, the meeting was unanimously adjourned at 9:05 p.m.



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**ENGINEERING/PUBLIC WORKS**

**To:** Sanitary Utility District Commission and Common Council  
**From:** Kristen B. Lundeen, P.E. Director of Public Works and City Engineer  
**Date:** April 5, 2016  
**Subject:** A Resolution Approving the Award of a Contract for the Replacement of a Generator and Transfer Switch at Lift Station A to Frank Gillitzer Electric, Mequon, WI in the Amount of \$47,489

**Background:**

The 2016 Sanitary Sewer budget adopted in October 2015 included funding for a number of capital improvement projects. Most of the proposed projects are a continuation of prior years' improvements and upgrades to the City's sanitary sewer lift stations as components age and deteriorate.

The generator at Lift Station A is 28 years old and has had some compatibility issues with the new drives at the station. This is a very critical station and replacement parts are getting harder to locate. Funding for onsite generator replacement is available as a part of the routine replacement program. Replacement of onsite generators will address the high cost of replacing existing generators at lift stations due to age or maintenance cost.

Lift Station A has a transfer switch in the generator hut. Replacement is required due to obsolete parts for maintenance. If they do not transfer power when utility power fails, it could result in sewer backups.

**Analysis:**

The items listed above are critical to the operation of the City's sanitary sewer system. Staff has requested written quotes from multiple companies for the various replacements and upgrades. Of the five requested quotes, two contractors responded: Pieper Power at \$55,739.00 and Frank Gillitzer Electric at \$47,489.00.

**Fiscal Note:**

The FY 2016 budget included \$40,000.00 in two capital budgets for these projects. The additional \$7,489.00 will be addressed by the fund balances in both of the associated accounts.

**Recommendation:**

It is staff's recommendation that the Sanitary Utility District Commission favorably endorse and the Common Council approve this attached, which authorizes staff to complete the generator and transfer switch replacements at Lift Station A.

Kristen B. Lundeen, PE  
Director of Public Works/City Engineer

COMMON COUNCIL  
OF THE  
CITY OF MEQUON

A RESOLUTION APPROVING THE AWARD OF A CONTRACT FOR THE REPLACEMENT OF A GENERATOR AND TRANSFER SWITCH AT LIFT STATION A TO FRANK GILLITZER ELECTRIC, MEQUON, WI IN THE AMOUNT OF \$47,489

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**WHEREAS**, a number of capital improvement projects were identified as part of the FY2016 Sanitary Sewer budget adopted by the Common Council on October 27, 2015; and

**WHEREAS**, these projects are critical to the operation of the City's sanitary sewer system; and

**WHEREAS**, City staff has received and evaluated bids for the Replacement On-site Generators and Lift Station Transfer Switch capital projects; and

**WHEREAS**, City staff recommends that the Replacement On-site Generators and Lift Station Transfer Switch for Lift Station A for \$47,489.00 be awarded to Frank Gillitzer Electric of Mequon; and

**WHEREAS**, the FY 2016 budget included \$40,000.00 in the Sanitary Utility capital improvement budget for these projects and the difference will utilize respective existing balances; and

**WHEREAS**, the Sanitary Utility District Commission at its meeting on April 12th, 2016 endorsed staff's recommendations,

**NOW THEREFORE BE IT RESOLVED BY THE COMMON COUNCIL** of the City of Mequon, the Common Council at its meeting on April 12th, 2016 approved staff's recommendation and directs staff to complete the 2016 Sanitary Sewer Capital projects identified above.

Approved: \_\_\_\_\_  
Dan Abendroth, Mayor

Date Approved: \_\_\_\_\_

This is to certify that the foregoing resolution as adopted by the Common Council of the City of Mequon, Wisconsin, at a meeting held on the 12<sup>th</sup> day of April 2016.

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William H. Jones, Jr., City Clerk