



Utilities Commission
Commission Meeting

Agenda

February 2, 2022
8:30 AM

CALL TO ORDER

MINUTES APPROVAL

- Utilities Commission - Commission Meeting - Jan 5, 2022 8:30 AM

ADJUSTMENT JOURNAL

- January Adjustment Journal

NEW BUSINESS

Cooper Progress Park Water Distribution

- Cooper Progress Park Water System Development
- Cooper Progress Park Map/Legend

Water Treatment Plant Enhanced Structural Inspection of Solids Contact Clarifiers

OLD BUSINESS

OTHER

ADJUSTMENTS
JANUARY 2022

Account #	M-Adjust #	Amount	Name	Address	Leak Credit Y or N	Reason	Date of Credit
	M076497 thru M076498	\$ 7,494.25		Sale of Water and Wastewater Discharge	N	January 2021 Sale of Water and Wastewater Discharge	01/21/22
	M076376 thru M076397	\$ 4,440.00		Non-payment fees for January shut-offs	N	January 2022 Non-payment fees- 111 Shut-offs	01/11/21

Communication: January Adjustment Journal (Adjustment Journal)

Any Adjustment over \$500 goes to Water/Wastewater Commission

Cooper Progress Park Water System Development

The purpose of this document is to develop a plan for the water distribution system at Cooper Progress Park.

Cooper Progress Park Development Plans

The plan for Cooper Progress Park (CPP) is to sub-divide the former Siemens facility into individual parcels based on the footprint of each existing building. These buildings will be individually owned.

The property that is not buildings / parcels will be common areas managed by a Property Owners Association (POA). The POA will manage / maintain parking and roadways and control design standards. Because of the way the system is constructed the fire lines to each of the buildings will fall under the responsibility of the POA.

Due to the nature of the former operations extensive work will need to be done to provide each facility with its own metered utility services for electricity, natural gas and domestic water. This document will address the domestic water distribution requirements.

The primary focus of this document is the Main Campus - an area bounded on the north by Greenwood Ave / W Burgess St, N Sandusky Street to the east, W Chestnut St. to the south and the railroad tracks to the east (Slide 1) as it is expected that Plant 2 and associated buildings would be sold as a single parcel.

What We Know

There are at least two “systems” that feed the domestic supply for the main campus - the 6” N Sandusky St Meter (blue system) and a meter to the west side of the intersection of N Norton St & W Burgess St. (green system).

Each owner would be responsible to install a back flow preventer if their operations require it.

What We Don't Know

We are not positive where the domestic supply for R&D, Controls and the northern wing of Plant 5 (Pink buildings).

Blue System

The Blue system current provides domestic water to:

Building	Meter Installed	Account Status
Administration	Installed	Inactive
Garage	Installed	Inactive
Engineering	Installed	Inactive
Warehouse	Installed - NOV 2012	Inactive
Plant 1	Needs meter	Inactive
Plant 5	Needs meter	Inactive

DRAFT

Building	Meter Installed	Account Status
3Bay	Installed-JAN 2022	Inactive
Maintenance	Needs meter	
R & D - maybe?	Meter	Active

Green System

The Green system provides domestic water to:

Building	Meter Installed	Account Status
Plant 4	Needs meter	
4Bay	Needs meter	

4Bay will likely require a meter pit to be installed similar to what was done for 3Bay.

Other - what we don't know

Building	Meter Installed
Controls	Don't know
North wing of Plant 5	Don't know

Plan

As discussed during the November 16, 2021 walk around at CPP, the City will handle the costs / manpower for the additional metering, line identification and repairs.

Priority

	Water line identification / mapping	Review existing map, drawings and existing GIS data and validate existing water, wastewater and stormwater infrastructure in the facility. Identify CPP vs. City infrastructure and determine if easements are needed for City owned / operated infrastructure.
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	W. Sugar Street / N Norton Intersection	There is a cluster of seven valves in the northwest corner of this intersection. It is not known what these valves control or their correct positioning as several of them are broken / inoperable. (See Attachment 1) There is also a question / concern if a back flow preventer is required as previously thought. As a part of this, there are several valves north gate that need excavated as a part of this process. The priority here as an extended construction project at this intersection will hinder access of a transportation artery as the parcels are sold.
	Review of Back Flow Preventer Requirements	Review back flow preventer (BFP) requirements for the facility as BFP annual testing requirements and large BFP have high maintenance costs.
	Separating domestic water service to each parcel	Separate service and metering will be required for each facility.

Billing

The Billing Office would bill each individual building / parcel and this usage would be compared to the Master Meter as a “leak check”. Any volumes above the individual metered accounts would be charged to the POA, indicating a system leak.

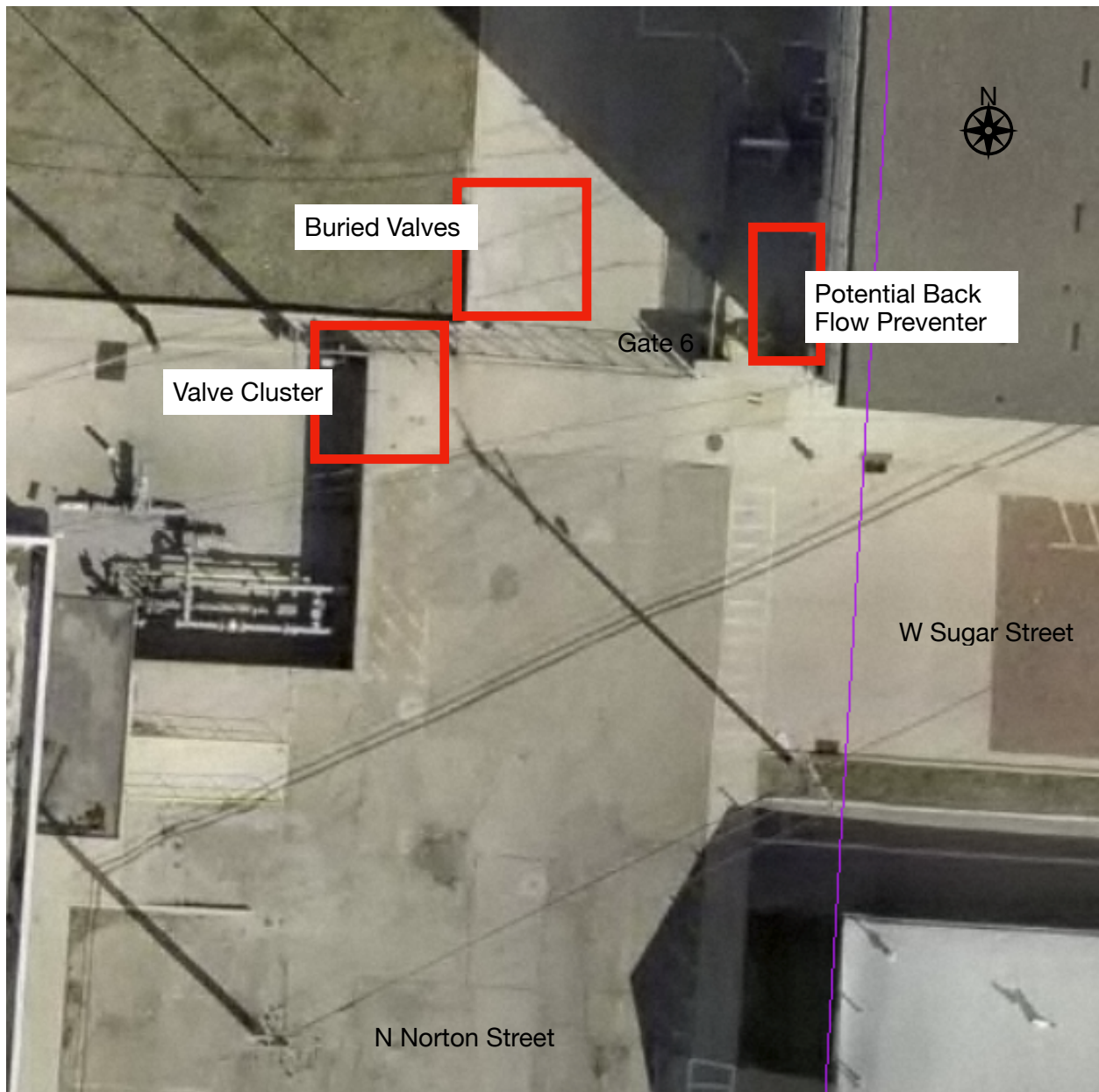
This would be a manual reconciliation process by the Billing Office each month.

KAB Jan 24, 2022

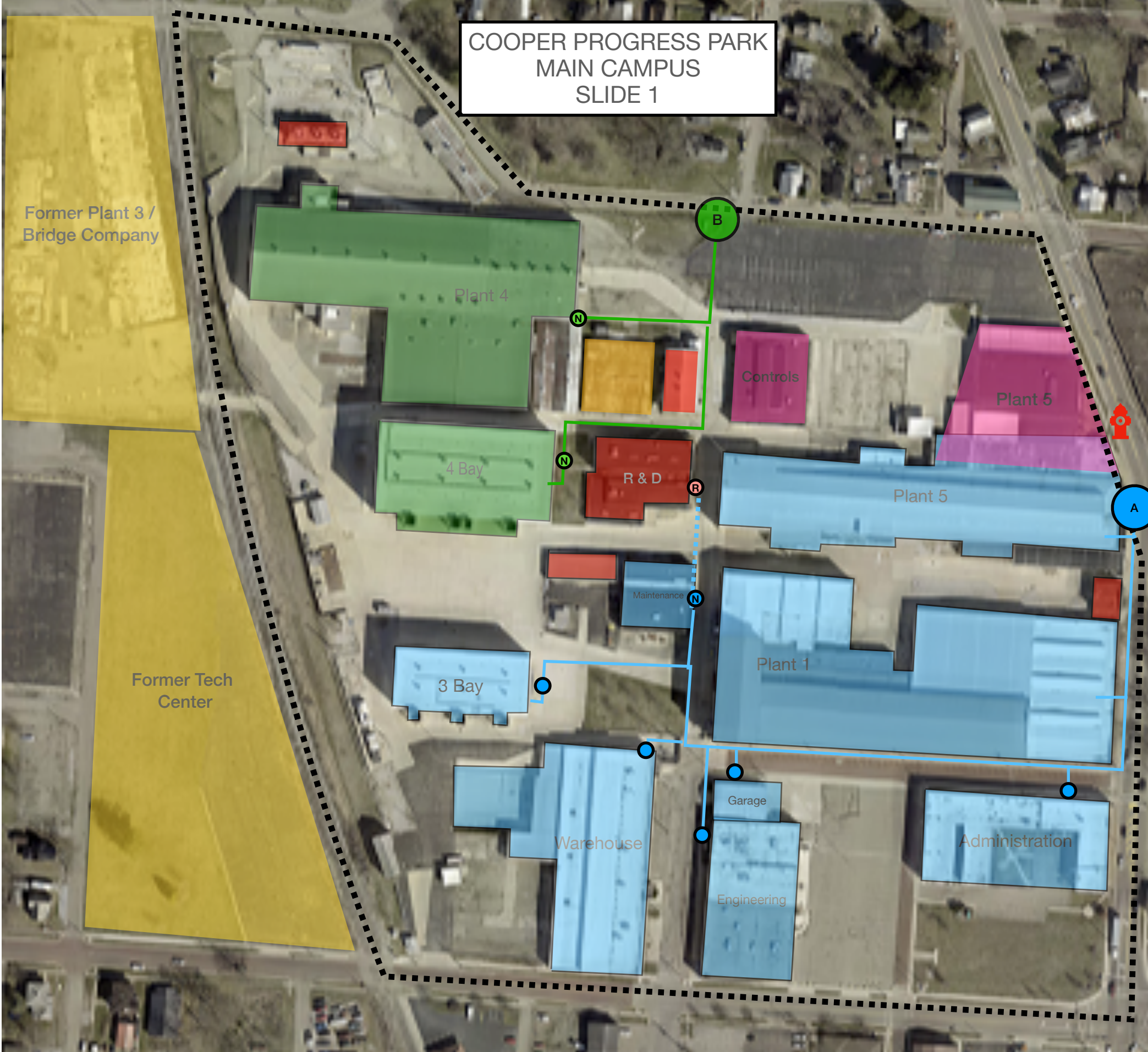
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Attachment 1

N. Norton Street / W. Sugar Street Intersection

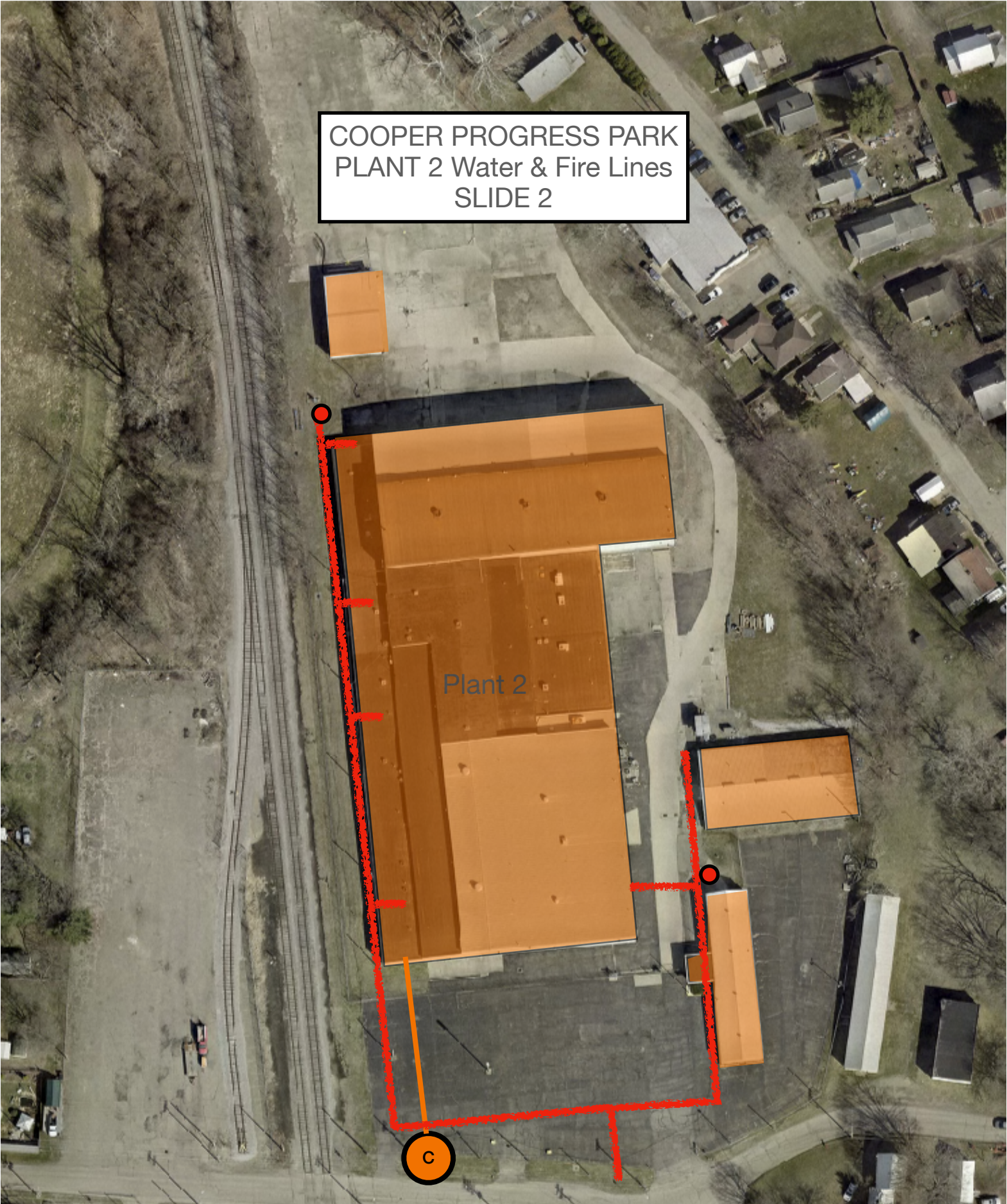


Communication: Cooper Progress Park Water System Development (Cooper Progress Park Water Distribution)



All line locations are approximate
KAB 1/19/2022

Communication: Cooper Progress Park Map/Legend (Cooper Progress Park Water Distribution)



-  Check Meter
-  Installed Meter
-  Needs Meter
-  Active meter - building will be removed
-  Fire line
-  Fire hydrant

Blue System and Buildings are on the 6" meter located on N Sandusky Street

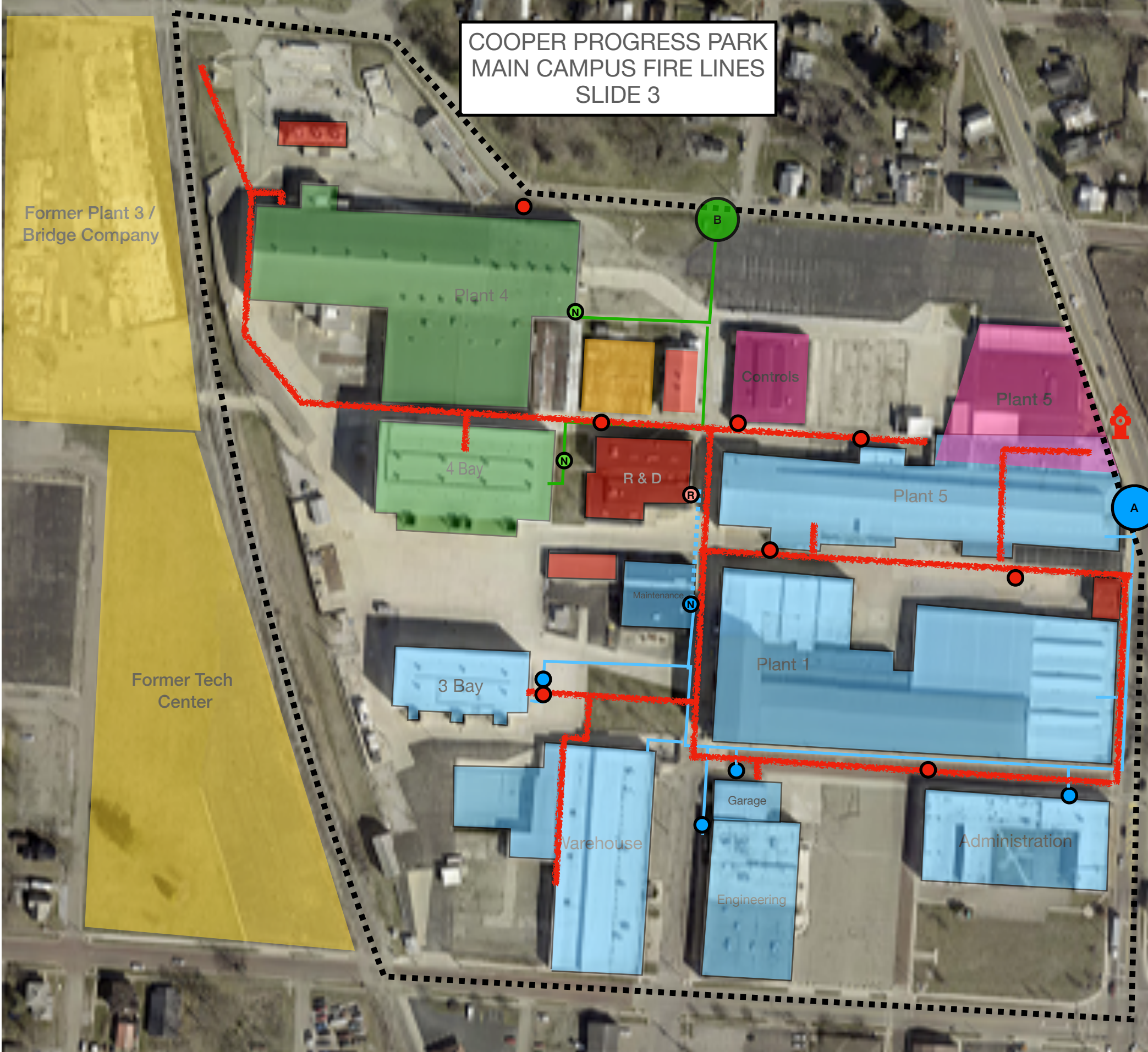
Green System and Buildings are on the meter located on W. Burgess Street

Source / meter unknown for Pink buildings

Orange System and Building on on the Greenwood Ave. meter

Red buildings will be removed

Communication: Cooper Progress Park Map/Legend (Cooper Progress Park Water Distribution)



- A** Check Meter
- I** Installed Meter
- N** Needs Meter
- R** Active meter - building will be removed
- Fire line**
- Fire hydrant**

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