

# Board of Water and Sewerage Commissioners

Monday, September 9, 2013

12:00 P.M.

## MINUTES

**PRESENT:** Paul Adamski, Eugene Tubbs, Jim Cooper and Carl Rasmussen.

**ALSO PRESENT:** Joel Lemke, Brenda Thomas, Gary Kuplic, Rob Molski, Jeremy Cramer, and Jaime Zdroik.

**EXCUSED ABSENCE:** Mae Nachman

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## **ADMINISTRATION**

### 1. **Approval of minutes of the August 12, 2013 meeting.**

Motion made by Jim Cooper, seconded by Eugene Tubbs to approve the minutes of the August 12, 2013 Water & Sewerage Commission meeting.

Ayes all. Nays none. Motion carried.

### 2. **Directors Report.**

Joel stated the Water Utility will be receiving the Water Operations Award at next week's Wisconsin Water Association meeting in Wisconsin Dells.

The Commissioner's and Joel congratulated staff.

## II. **ACCOUNTING**

### 3. **Discussion and possible action on the following:**

#### **a. Claims for the Water Department.**

Paul Adamski presented the statement of claims for the Water Utility for August. The balance as of August 1, 2013 was \$4,449,648.35; the bank deposits recorded in August 2013 was \$713,278.93. Checks issued since the August 12, 2013 meeting numbered 47266 through 47314 were in the amount of \$446,789.85. Checks numbered 47315 through 47333 for \$45,790.07 were presented for action on September 9, 2013. The net balance on hand September 9, 2013 was \$4,421,710.47.

Motion made by Eugene Tubbs, seconded by Jim Cooper to approve the Water Utility claims for the month August 2013 as audited and read.

Ayes all. Nays none. Motion carried.

#### **b. Claims for the Wastewater Department.**

Paul Adamski presented the statement of claims for the Sewage Treatment Utility for August. The balance as of August 1, 2013 was \$4,709,786.33; the bank deposits recorded in August 2013 were

\$281,277.18. Checks issued since the August 12, 2013 meeting numbered 29809 through 29840 were in the amount of \$127,806.49. Checks numbered 29841 through 29865 for \$28,122.03 were presented for action on September 9, 2013. The net balance on hand September 9, 2013 was \$4,679,897.86.

Motion made by Eugene Tubbs, seconded by Carl Rasmussen to approve the Sewage Utility claims for the month of August 2013 as audited and read.

Ayes all. Nays none. Motion carried.

**c. Claims for Storm water Department.**

Paul Adamski also presented the statement of claims for the Storm Water Utility for August. The balance as of August 1, 2013 was \$266,426.50. The bank deposits recorded in August 2013 were \$70,538.65. Checks issued since the August 12, 2013 meeting numbered 1029 through 1033 were in the amount of \$6981.70. Check numbered 1034 through 1044 for \$114,331.57 were presented for action on August 12, 2013. The net balance on hand September 9, 2013 was \$155,633.92.

Motion made by Carl Rasmussen, seconded by Eugene Tubbs to approve the Storm Water Utility claims for the month August 2013 as audited and read.

Ayes all. Nays none. Motion carried.

**d. Possible sewer adjustment for 3000 Welsby.**

Joel said a long time ago Mr. Budelier received a large bill as a result of a meter that was registering properly but the reading device was not providing the correct readings for billing purposes. This was discovered when exchanging the meter and per Public Service Commission regulations, Mr. Budelier was back billed for the usage.

Joel told Mr. Budelier that if he installed an irrigation meter for his outdoor sprinkling the bills would be considerably smaller. He did install an irrigation meter.

Mr. Budelier requested a sewer credit for the portion of the invoice that was back-billed and did not go down the sewer and therefore not treated by the wastewater treatment plant.

The credit calculated by staff due for water not sent to the treatment plant is \$3,978.32.

Joel also explained that Mr. Budelier also requested a credit to the water usage billed during the same time period due to the MIU not functioning properly. The meter did register properly though, so the Public Service Commission states any consumption measured by the base meter and not recorded by the remote register shall be back-billed as current consumption.

Motion made by Jim Cooper, seconded by Eugene Tubbs to approve the sewer adjustment for 3000 Welsby Ave., as recommended by staff, in the amount of \$3,978.32.

Ayes all. Nays none. Motion carried.

### III. **WATER OPERATIONS**

#### 4. **Report on water distribution operations.**

Gary stated Ellis Street Project is complete as far as the utilities. All the customers are off of temporary hook-up. The Black Knight project is almost done. The servicemen have been exchanging meters.

Joel stated the project on Strongs Avenue has just begun. They are currently working on the parking lot for Shopko.

The water operation reports were distributed and reviewed.

A total of 68 valves have been operated in 2013.

#### 5. **Report on water supply operations.**

Our pumpage in August was 230,157,000 gallons, a decrease of 26,391,000 gallons of water from August 2012.

### IV. **SEWAGE TREATMENT OPERATIONS**

#### 6. **Report on Collection System Maintenance.**

Rob stated the numbers for cleaning, cutting and jetting are down because the crew was busy on the Black Knight project rehabbing manholes.

The sewer report for the month of August was reviewed by the Commission.

Paul was impressed with how the manholes turned out on Michigan. The new resurfacing also looks great.

7. **Report on sewage treatment operations.**

Jeremy stated during the week we get a much higher loading of effluent due to the brewery. Our effluent numbers, though they are within permit limits, are not as good as in the past but they are finding ways to get them back but it has been a challenge with the expansion of the brewery.

Jeremy stated we received an electric bill from W.P.S. last month for \$457.00 but we received payment from W.P.S. in the amount of \$1,604.00 from electricity we put on grid.

The sewage treatment plant employees have been busy cleaning the digesters. Jeremy brought in a sample of some of the struvite material that is on the bottom of the digesters. They get about four or five feet of this material on the bottom of the digesters.

Sludge hauling for land applications will be starting soon.

Carl questioned the drop down of suspended solids August 21. Jeremy explained that on that particular day we were doing a pilot study to see if we can offset when we lose the brewery loadings on the weekend.

B.O.D. (7 average ppm), Phosphorus (0.873 average ppm) and Suspended Solid (10.57 average ppm) limits were met for the month of August 2013.

8. **Discussion and possible action on award of a maintenance bid for the rehabilitation of Final Clarifier #3 to PERS in an amount not to exceed \$176,173.20.**

Joel stated the Commission had received a couple of months ago a packet of information regarding this. The Commission awarded the bid at that time based on the quotes received. Later discussions developed regarding whether this was a maintenance item or construction. A discussion with the City Attorney led us to ask the Council to pull that item out of the approval as we discussed it further. We are now comfortable and the City Attorney is comfortable with this being a maintenance item so we can avoid going through the whole bidding process. We are just replacing same equipment on the Clarifier. This is the same company and it's just coming back so it can go through Council. The budgeted

amount in the Capital Improvement & Maintenance Plan that was previously approved by the Commission for this item was \$185,000.00.

Motion made by Carl Rasmussen, seconded by Eugene Tubbs to approve the bid for the rehabilitation of the Final Clarifier #3 from PERS in an amount not to exceed \$176,173.20.

Ayes all. Nays none. Motion carried.

## **V. STORMWATER OPERATIONS**

### **9. Report on storm water operations.**

Joel stated we will be starting a ditching project on Roberts Street west of Green Avenue next week.

***The next Water & Sewage Commission meeting will be on Monday, October 14, 2013 at noon.***

## **VI. ADJOURNMENT**

Motion made by Carl Rasmussen to adjourn the meeting.

Ayes all. Nays none. Motion carried.

MEETING ADJOURNED  
12:25pm

BOARD OF WATER AND SEWERAGE COMMISSIONERS

EUGENE TUBBS, SECRETARY