

Board of Water and Sewerage Commissioners
Monday, November 10, 2014
12:00 P.M.

MINUTES

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

ALSO PRESENT: Joel Lemke, Chris LeFebvre, Rob Molski, Mary Klesmith, and Jaime Zdroik.

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ADMINISTRATION

1. Approval of minutes of the October 13, 2014 meeting.

Motion made by Mae Nachman, seconded by Eugene Tubbs to approve the minutes of the October 13, 2014 Water & Sewerage Commission meeting.

Ayes all. Nays none. Motion carried.

II. ACCOUNTING

2. Discussion and possible action on approval of department claims.

Water Department

Paul Adamski presented the statement of claims for the Water Utility for October. The balance as of October 1, 2014 was \$5,477,051.94; the bank deposits recorded in October 2104 was \$1,621,857.25. Checks issued October 2014 numbered 48430 through 48526 were in the amount of \$1,960,989.72. The net balance on hand October 31, 2014 was \$5,137,919.47.

Wastewater Department

Paul Adamski presented the statement of claims for the Sewage Treatment Utility for October. The balance as of October 1, 2014 was \$5,630,745.25; the bank deposits recorded in October 2014 were \$593,516.39. Checks issued October 2014 numbered 30601 through 30663 were in the amount of \$280,272.48. The net balance on hand October 31, 2014 was \$5,943,989.16.

Stormwater Department

Paul Adamski also presented the statement of claims for the Stormwater Utility for October. The balance as of October 1, 2014 was \$913,351.39. The bank deposits recorded in October 2014 were \$199,128.23. Checks issued October 2014 meeting numbered 1240 through 1257 were in the amount of \$111,665.11. The net balance on hand October 31, 2014 was \$1,000,814.51.

Airport

Paul Adamski also presented the statement of claims for the Airport for October. The balance as of October 1, 2014 was \$185,331.45. The bank deposits recorded in October 2014 were \$33,114.74. Checks issued in October 2014 numbered 1231 through 1243 were in the amount of \$69,875.06. The net balance on hand October 31, 2014 was \$148,571.13.

Motion made by Mae Nachman, seconded by Eugene Tubbs to approve the department claims for the month of October 2014 as audited and read.

Ayes all. Nays none. Motion carried.

III. WATER OPERATIONS

3. Report on water distribution operations.

Joel stated the Bukolt Avenue Project is complete. The North Reserve St. project is done for the season. The project will be completed in Spring.

The water operation reports were distributed and reviewed.

A total of 179 valves have been operated in 2014.

4. Report on water supply operations.

Our pumpage in October was 145,722,000 gallons, a decrease of 14,080,000 gallons of water from October 2013.

5. Discussion and action on Reciprocal Emergency Water Service Agreement with the Village of Plover.

Joel explained the only change made to the agreement was the length of term from two years to ten years.

Motion made by Carl Rasmussen, seconded by Jim Cooper to approve the Reciprocal Emergency Water Service Agreement with the Village of Plover.

Ayes all. Nays none. Motion carried.

6. **Discussion and action on Well #4 rehabilitation.**

Joel explained well rehabilitation was listed on the Capital Improvements & Maintenance Plan for 2014. Well 4 is number two in the pumping rotation after Well 11. Well 4 has lost some of its pumping capacity.

We received a quote from Municipal Well & Pump for \$24,385.00. This quote is below the budgeted amount of \$40,000.00.

Motion made by Eugene Tubbs, seconded by Jim Cooper to approve the quote from Municipal Well & Pump in the amount of \$24,385.00.

Ayes all. Nays none. Motion carried.

7. **Discussion and action on leak detection quote.**

A quote was received from Westrum Leak Detection for \$6,300 for our annual leak detection survey. This is a five year agreement covering 2015-2019. It has only went up \$300 since the last agreement.

Motion made by Carl Rasmussen, seconded by Mae Nachman to approve the leak detection quote from Westrum Leak Detection in the amount of \$6,300 per year for five years.

Ayes all. Nays none. Motion carried.

IV. SEWAGE TREATMENT OPERATIONS

8. **Report on Collection System Maintenance.**

Rob stated everything is going well. A new employee, Zak Neubauer, was hired to replace another employee that moved to the Water Department.

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

9. **Report on sewage treatment operations.**

Chris stated our influent pump project is complete. The High Strength Waste project was started last week. Concrete pouring should happen by mid-December. PERS started rehabbing our primary clarifiers and that should be done within the next three weeks.

B.O.D. (5 average ppm), Phosphorus (0.280 average ppm) and Suspended Solid (4.33 average ppm) limits were met for the month of October 2014.

V. STORMWATER OPERATIONS

10. Report on Stormwater operations.

Rob stated they are working on ditching projects on Badger Avenue. They also replaced three sanitary manholes.

VI. DIRECTOR'S REPORT

11. Verbal Report.

The Town of Hull just filled his open records request from back in September. They will be meeting with them next week to walk us through their findings. We will have our hydrologist, John Jansen, there as well.

The next Water & Sewerage Commission meeting will be on Monday, December 8, 2014 at noon.

VII. ADJOURNMENT

Motion made by Jim Cooper to adjourn the meeting.

Ayes all. Nays none. Motion carried.

MEETING ADJOURNED

12:25pm

BOARD OF WATER AND SEWERAGE COMMISSIONERS

EUGENE TUBBS, SECRETARY