

Board of Water and Sewerage Commissioners
Monday, May 11, 2015
12:00 P.M.

MINUTES

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

ALSO PRESENT: Joel Lemke, Mary Klesmith, Gary Kuplic, Rob Molski, Chris Lefebvre, Jaime Zdroik, and Angel Gebeau-AECOM.

EXCUSED ABSENCE: Paul Adamski

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ADMINISTRATION

1. Approval of minutes of the April 13, 2015 meeting.

Motion made by Mae Nachman, seconded by Carl Rasmussen to approve the minutes of the April 13, 2015 Water & Sewerage Commission meeting.

Ayes all. Nays none. Motion carried.

II. ACCOUNTING

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

WATER DEPARTMENT

Eugene Tubbs presented the statement of claims for the Water Utility for April. The balance as of April 1, 2015 was \$5,488,312.09; the bank deposits recorded in April 2015 were \$1,364,375.49. Checks issued April 2015 numbered 48959 through 49054 were in the amount of \$1,551,797.97. The net balance on hand April 30, 2015 was \$5,300,889.61.

WASTEWATER DEPARTMENT

Eugene Tubbs presented the statement of claims for the Sewage Treatment Utility for April. The balance as of April 1, 2015 was \$6,318,080.81; the bank deposits recorded in April 2015 were \$565,525.71. Checks issued April 2015 numbered 30969 through 31030 were in the amount of \$1,107,454.79. The net balance on hand April 30, 2015 was \$5,776,151.73.

STORMWATER DEPARTMENT

Eugene Tubbs also presented the statement of claims for the Stormwater Utility for April. The balance as of April 1, 2015 was \$669,818.67. The bank deposits recorded in April 2015 were \$193,443.07. Checks issued April 2015 meeting numbered 1342 through 1359 were in the amount of \$29,073.57. The net balance on hand April 30, 2015 was \$834,188.17.

AIRPORT

Eugene Tubbs also presented the statement of claims for the Airport for April. The balance as of April 1, 2015 was \$256,021.77. The bank deposits recorded in April 2015 were \$21,690.15. Checks issued in April 2015 numbered 1297 through 1305 were in the amount of \$12,827.11. The net balance on hand April 30, 2015 was \$264,884.81.

Motion made by Mae Nachman, seconded by Jim Cooper to approve the department claims for the month of April 2015 as audited and read.

Ayes all. Nays none. Motion carried.

III. WATER OPERATIONS

3. Discussion and possible action on the purchase of a new trailer.

Joel explained we need a trailer in order to move equipment to maintain the grounds.

Motion made by Mae Nachman, seconded by Jim Cooper to approve the purchase of a trailer in the amount of \$4,600.00.

Ayes all. Nays none. Motion carried.

4. Report on water distribution operations.

Gary stated the crew completed the City-wide flushing last week. There were two leaks that occurred during flushing probably due to pressure fluctuations. The leak detection company will begin their survey next week. The crew is currently repairing a water main leak on a 16" water main on Michigan Avenue.

The water operation reports were distributed and reviewed. A total of 135 valves have been operated in 2015.

5. Report on water supply operations.

Joel stated Tonka Water will be replacing the media at the Well 4 Treatment Plant. This was budgeted on this year's Capital Improvements & Maintenance Plan for \$100,000.00 and their bid came in at \$78,825.00.

Our pumpage in April was 145,731,000 gallons, a decrease of 9,021,000 gallons of water from April 2014.

IV. SEWAGE TREATMENT OPERATIONS

6. **Discussion and possible action on the purchase of a new still.**

The still in the wastewater laboratory failed. This still is 16 years old and would cost a minimum of \$1,306 to repair verses a brand new one would cost \$5,050.00. The old still would be kept for spare parts.

Motion made by Mae Nachman, seconded by Carl Rasmussen to approve the purchase of a new laboratory still in the amount of \$5,050.00.

Ayes all. Nays none. Motion carried.

7. **Report on Collection System Maintenance.**

Rob stated the crew spent about a week and a half cleaning out a 48" storm sewer. They wanted to determine how large of a pipe they are capable of cleaning because one of the items on the Capital Improvements & Maintenance Plan is for outsourcing cleaning of some of the mains. There was about a 1' to 1.5' of sand in the 48" main.

The new vac truck will be here in late August early September.

The crew is doing field work gathering manhole locations, depths and if they need to be cleaned. Joel stated this is being done to supplement the data available in the new Stormwater Master Plan being created in regards to our pollutant loadings.

Joel stated the sewer lining bids came in. We had budgeted \$395,000.00 in the Capital Improvements & Maintenance Plan and low bid came in from Terra for \$363,000.00.

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

8. **Report on sewage treatment operations.**

Everything is running well. We produced 105% of our electricity last month. Biosolids application is done. No complaints have been received yet in regards to the application process.

The HSW project should be complete by the end of the week.

B.O.D. (5 average ppm), Phosphorus (0.546 average ppm) and Suspended Solid (7.19 average ppm) limits were met for the month of April 2015.

9. **Discussion and possible action on the sewer credit policy.**

Joel supplied the current sewer credit policy and the ordinance. Joel wanted to discuss revising the sewer credit policy.

There are some discrepancies because the ordinance states that no one is to discharge clear water into the sanitary sewer system but the sewer credit policy states on occasion we will adjust their bill due to leaks that would be putting clear water into the system. So this is contradictory.

Joel explained if there was a water leak and it didn't go into the sanitary sewer system then in this instance a credit to the sewer bill would be justified.

Joel will bring his recommendation for updating the sewer credit policy at the next Commission meeting.

V. STORMWATER OPERATIONS

10. **Report on Stormwater operations.**

Rob stated the crew has been working on the HSW project.

Joel stated the Streets Department is working on their approach for street sweeping and we will be able to review this once it's complete.

Rob is working on plans for swales to be installed on the north side to alleviate some water issues.

VI. DIRECTOR'S REPORT

11. **Verbal Report.**

There will not be a meeting in June.

Joel stated our audit report presentation will be done in July.

12. **Update on the creation of the Airport Commission.**

Commissioners will be appointed at the next Council meeting. The first Airport Commission meeting will be in July.

The next Water & Sewerage Commission meeting will be on Monday, July 13, 2015 at noon.

VII. ADJOURNMENT

Motion made by Jim Cooper to adjourn the meeting.

Ayes all. Nays none. Motion carried.

MEETING ADJOURNED
12:36pm

BOARD OF WATER AND SEWERAGE COMMISSIONERS

EUGENE TUBBS, SECRETARY