

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

MINUTES

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

ALSO PRESENT: Joel Lemke, Mary Klesmith, Chris Lefebvre, Rob Molski, Pam Kruzicki and Angel Gebon (AECOM).

Index		Page
I.	ADMINISTRATION	
1.	Approval of minutes of the September 14, 2015 meeting.	2
II.	ACCOUNTING	
2.	Discussion and possible action on approval of department claims.	2
III.	WATER OPERATIONS	
3.	Report on water distribution operations.	3
4.	Report on water supply operations.	4
IV.	SEWAGE TREATMENT OPERATIONS	
5.	Report on Collection System Maintenance.	4
6.	Report on sewage treatment operations.	4
7.	Discussion and possible action on purchase of a replacement HVAC unit for the Wastewater office/lab building.	4
8.	Discussion and possible action on ABS mixer repairs.	4
V.	STORMWATER OPERATIONS	
9.	Report on storm water operations.	5
VI.	DIRECTOR'S REPORT	
10.	Verbal report.	5
VII.	ADJOURNMENT	5

ADMINISTRATION

1. Approval of minutes of the September 14, 2015 meeting.

Motion made by Mae Nachman, seconded by Jim Cooper to approve the minutes of the September 14, 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 September. The balance as of September 1, 2015 was \$4,744,279.26; the bank deposits recorded in September 2015 were \$619,432.65. Checks issued September 2015 numbered 49398 through 49482 were in the amount of \$533,027.76. The net balance on hand September 30, 2015 was \$4,830,684.15.

WASTEWATER DEPARTMENT

Eugene Tubbs also presented the statement of claims for the Sewage Treatment Utility for September. The balance as of September 1, 2015 was \$6,127,460.77; the bank deposits recorded in September 2015 were \$262,293.45. Checks issued September 2015 numbered 31275 through 31320 were in the amount of \$520,751.81. The net balance on hand September 30, 2015 was \$5,869,002.41.

STORMWATER DEPARTMENT

Eugene Tubbs also presented the statement of claims for the Stormwater Utility for September. The balance as of September 1, 2015 was \$1,076,818.33. The bank deposits recorded in September 2015 were \$65,378.75. Checks issued September 2015 meeting numbered 1450 through 1472 were in the amount of \$53,310.65. The net balance on hand September 30, 2015 was \$1,088,886.43.

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

Ayes all. Nays none. Motion carried.

III. WATER OPERATIONS

3. Report on water distribution operations.

The water operation report was distributed and reviewed for the month of September. A total of 675 valves have been operated in 2015.

4. **Report on water supply operations.**

Our pumpage in September was 175,833,000 gallons, an increase of 15,341,000 gallons of water from September 2014.

IV. SEWAGE TREATMENT OPERATIONS

5. **Report on Collection System Maintenance.**

The sewer report for the month of September was reviewed by the Commission. Rob said there was nothing out of the ordinary this month and a lot of jetting was done. Joel updated the Commission on the west side lining project. He said the project is complete. Rob added that the lining project was just shy of a mile. Joel mentioned there were a couple of collapses during the project but that overall, it was a good project and some of the responsibilities with the collapses are being worked through.

6. **Report on sewage treatment operations.**

Chris said the Wastewater Plant met all of the permit requirements in September. We produced 96% of the electricity that was used. The department also took in a record amount of trucked-in waste in September at 1.3 million gallons which is 2.5 times more than August. Joel told the Commissioners that Water and Waste Water Digest gave the department an award for the brewery project.

B.O.D. (5 average ppm), Phosphorus (0.368 average ppm) and Suspended Solid (4.70 average ppm) limits were met for the month of September 2015.

7. **Discussion and possible action on purchase of a replacement HVAC unit for the Wastewater office/lab building.**

Joel explained the lab requirements need a constant building temperature. The repairs and replacement prices are only hundreds of dollars apart. Paul Adamski said it would make sense for a more efficient replacement unit.

Motion made by Eugene Tubbs, seconded by Carl Rasmussen to approve the purchase of a replacement HVAC unit for the Wastewater office/lab building.

Ayes all. Nays none. Motion carried.

8. **Discussion and possible action on ABS mixer repairs.**

Chris said in 2011 the department purchased some mixers for the sludge storage tanks for the bio-solids. This year, however, two of the mixers failed due to the motors shorting out. The mixers were sent back to Crane Engineering. The Commission received a quote in the packet for the repair of the mixers. Chris noted it is in our best interest to have the motors repaired and that they will be stored differently in the future to prevent the motors from shorting out.

Motion made by Mae Nachman, seconded by Jim Cooper to approve the ABS mixer repairs.

Ayes all. Nays none. Motion carried.

V. STORMWATER OPERATIONS

9. **Report on Stormwater operations.**

Rob said storm water operations are finished up on the west side. He said approximately 1,200 feet of storm sewer was put in and it has been working well.

VI. DIRECTOR'S REPORT

10. **Verbal Report.**

Joel recognized Rob Molski's 25 year employment anniversary with the City of Stevens Point. He also noted that we are only a few thousand dollars away from a negotiation price on the Cypress property.

The next Water & Sewerage Commission meeting will be on Monday, November 9, 2015 at noon.

VII. ADJOURNMENT

Motion made by Mae Nachman to adjourn the meeting.

Ayes all. Nays none. Motion carried.

MEETING ADJOURNED
12:19 pm

BOARD OF WATER AND SEWERAGE COMMISSIONERS
EUGENE TUBBS, SECRETARY