

**Board of Water and Sewerage Commissioners**  
**Monday, September 12, 2016**  
**12:00 P.M.**

**MINUTES**

**PRESENT:** Paul Adamski, Carl Rasmussen, Ray Schmidt and Anna Haines.

**ALSO PRESENT:** Joel Lemke, Gary Kuplic, Chris Lefebvre, Rob Molski, Mary Klesmith, Jason Draheim, Eric Southworth, Angel Gebeau (AECOM) and Jaime Zdroik.

**EXCUSED ABSENCE:** Mae Nachman

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## **ADMINISTRATION**

1. **Approval of minutes of the August 8, 2016 meeting.**

**Motion made** by Carl Rasmussen, seconded by Anna Haines to approve the minutes of the August 8, 2016 Water & Sewerage Commission meeting.

*Ayes all. Nays none. Motion carried.*

2. **Discussion and possible action on a contract with Gremmer & Associates for staking services.**

Joel received two quotes for the construction staking for the Hoover Road Grade Separation Project.

**Motion made** by Carl Rasmussen, seconded by Anna Haines to approve the contract with Gremmer & Associates for staking services in the amount of \$8,978.00.

*Aye all. Nays none. Motion carried.*

## **II. ACCOUNTING**

3. **Discussion and possible action on approval of department claims.**

### **WATER DEPARTMENT**

Paul Adamski presented the statement of claims for the Water Utility for August. The balance as of August 1, 2016 was \$4,943,758.65; the bank deposits recorded in August 2016 were \$562,052.25. Checks issued August 2016 numbered 50360 through 50452 were in the amount of \$530,217.76. The net balance on hand August 31, 2016 was \$4,975,593.14.

### **WASTEWATER DEPARTMENT**

Paul Adamski also presented the statement of claims for the Sewage Treatment Utility for August. The balance as of August 1, 2016 was \$6,747,955.04; the bank deposits recorded in August 2016 were \$248,462.88. Checks issued August 2016 numbered 31911 through 31970 were in the amount of \$236,263.32. The net balance on hand August 31, 2016 was \$6,760,154.60.

## **STORMWATER DEPARTMENT**

Paul Adamski also presented the statement of claims for the Stormwater Utility for August. The balance as of August 1, 2016 was \$1,473,796.71. The bank deposits recorded in August 2016 were \$65,635.22. Checks issued August 2016 meeting numbered 1701 through 1727 were in the amount of \$78,399.43. The net balance on hand August 31, 2016 was \$1,461,032.50.

**Motion made** by Anna Haines, seconded by Ray Schmidt to approve the department claims for the month of August 2016 as audited and read.

*Ayes all. Nays none. Motion carried.*

### **4. Discussion and possible action on the purchase of additional GIS licenses.**

Joel stated there's a possibility of going in with the City for an enterprise license from ESRI so no action needs to be taken at this time.

## **III. WATER OPERATIONS**

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

Gary stated the crews in all departments have been busy. Sixth Avenue construction should wrap up this week.

Valves were installed for the Hoover Grade Separation Project so we wouldn't be inconveniencing our customers, Delta Dental & Spectra Print, during the project.

The water operation report was distributed and reviewed for the month of August. A total of 697 valves have been operated in 2016.

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

Our pumpage in August was 167,623,000 gallons, a decrease of 40,500,000 gallons of water from August 2015.

### **7. Presentation on utility GIS improvements.**

Eric Southworth did a presentation for the Commissioners showing the improvements made to the GIS System since its creation.

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

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

Rob stated the lining project at Schmeekle Reserve is complete. The crew repaired 14 manholes.

Rob explained the lining process to the Commissioners.

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

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

Chris stated all permit levels were met for August.

The rehab of the final clarifier was completed.

They biogas generator has a plugged heat exchanger. They are getting quotes for repair.

The fall biosolids hauling will start later on this week.

Meetings were held with representatives of Portage County regarding municipal biosolids.

B.O.D. (4 average ppm), Phosphorus (.607 average ppm) and Suspended Solid (3.90 average ppm) limits were met for the month of August 2016.

#### **V. STORMWATER OPERATIONS**

**10. Report on Stormwater operations.**

Rob stated ditching was done on Jay Ct., Nebel and Olympia. The crew also installed swales on W. River Drive, replaced two storm water manholes and installed six catch basins.

Joel stated this week one of the alderpersons is holding a listening session and one of the items they are going to discuss is stormwater especially in the areas East of Washington School.

Joel also stated we are focusing on improving the stormwater infrastructure in the areas where it will make the greatest impact.

## VI. DIRECTOR'S REPORT

### 11. Verbal Report.

Joel stated he would provide an update on what happened in closed session regarding Well 11 whenever the Commissioners wanted to do that.

Well 4 media was replaced and it is working well.

They are working on Well 10 telemetry issues.

*The next Water & Sewerage Commission meeting will be on Monday, October 10, 2016 at noon.*

## VIII. ADJOURNMENT

**Motion made** by Carl Rasmussen to adjourn the meeting.  
*Ayes all. Nays none. Motion carried.*

MEETING ADJOURNED  
12:46 pm

BOARD OF WATER AND SEWERAGE COMMISSIONERS



CARL RASMUSSEN, SECRETARY