

Board of Water and Sewage Commissioners
Wednesday, July 13th, 2011
12:30 P.M.

MINUTES

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

ALSO PRESENT: Kim Halverson, Brenda Thomas, Eric Niffenegger, Rob Molski, and Jaime Zdroik.

EXCUSED ABSENCE: Paul Adamski and Mae Nachman

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I. ADMINISTRATION

1. Approval of minutes of the June 13th, 2011 meeting.

Motion made by Jim Cooper, seconded by Carl Rasmussen to approve the minutes of the June 13th, 2011 Water & Sewage Commission meeting.

Ayes all. Nays none. Motion carried.

II. ACCOUNTING

2. Consideration of claims for the Water and Sewage Treatment Utilities.

Eugene Tubbs presented the statement of claims for the Water Utility for June. The balance as of June 1, 2011 was \$2,012,492.63; the bank deposits recorded in June 2011 were \$777,012.04. Checks issued since the June 13th, 2011 meeting numbered 45054 through 45112 were in the amount of \$653,605.60. Checks numbered 45113 through 45142 for \$537,803.49 were presented for action on July 13th, 2011. The net balance on hand July 13th, 2011 was \$1,200,791.92.

Motion made by Carl Rasmussen, seconded by Jim Cooper to approve the Water Utility claims for the month of June 2011 as audited and read.

Ayes all. Nays none. Motion carried.

Eugene Tubbs also presented the statement of claims for the Sewage Treatment Utility for June. The balance as of June 1st, 2011 was \$4,124,074.81; the bank deposits recorded in June 2011 were \$348,954.64. Checks issued since the June 13th, 2011 meeting numbered 28280 through 28312 were in the amount of \$146,685.01. Checks numbered 28313 through 28328 for \$123,722.48 were presented for action on July 13th, 2011. The net balance on hand July 13th, 2011 was \$4,163,545.94.

Motion made by Jim Cooper, seconded by Carl Rasmussen to approve the Sewage Utility claims for the month of June 2011 as audited and read.

Ayes all. Nays none. Motion carried.

3. **Discussion and action on sewer bill adjustment for Office Tech Building.**

Kim stated there was a broken pipe and according to the servicemen it didn't look like it went down the drain so it didn't enter the sewer system. This is a vacant building and the owner is requesting an adjustment on the sewer charges of \$5,871.94.

Motion made by Jim Cooper, seconded by Carl Rasmussen to approve the sewer bill adjustment for the Office Tech Building for the amount of \$5,871.94.

Ayes all. Nays none. Motion carried.

III. **WATER OPERATIONS**

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

Rob stated the underground work on Franklin Street is complete from Smith St. to Pulaski Place. A pressure and bacteria test needs to be completed on Franklin St. between Union and Meadow Street. Grading will start next week from Division to Meadow St. Rob estimates the underground portion of the project should be complete in five to six weeks.

Kim stated Well 11 is on schedule. The crew extended the 12" main on HH and Venture. This was discussed with the Village of Plover and the main was extended out to certain point for possible future connections.

The water operations report was distributed and reviewed.

A total of 174 valves have been operated in 2011.

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

Our pumpage in June was 214,054,000 gallons, an increase of 23,183,000 gallons of water from June 2010.

6. **Report on D.N.R. annual inspection letter.**

Kim stated they found only a couple of small items that needed to be fixed but the major discussion item was the private well program and the lack of permitting. The private well program is managed by the Inspection Department at City Hall. The Inspection Department is diligently working on getting the private well program up to date. Even though the Water Department isn't responsible for maintaining the private well program it is included on our annual inspection because it could affect the water supply.

An ordinance change will be needed for the Cross Connection Control & Sampling Program.

7. **Update on Well 11.**

Weekly meetings are held at Ellis Stone. Well 11 is on schedule and going well. The final borrowing will be done today. The exterior of the pump house is completed and the roof went on last week. They are working on the main level of the treatment building.

IV. SEWAGE TREATMENT OPERATIONS

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

Rob stated everything is going well. Kim stated we now have the new vachaul truck.

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

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

Eric stated the plant is running well. We are emptying the #3 digester getting it ready for inspection in regards to the cogeneration project where an additional mixer will need to be added to the digester.

Kim stated a meeting will be held next Tuesday to go over some technical memos and for an update on the Master Plan.

B.O.D. (3.65 ppm), Phosphorus (0.206 ppm) and Suspended Solid (4.74 ppm) limits were met for the month of June 2011.

The next Water & Sewage Commission meeting will be on Monday, August 8th, 2011 at noon.

V. ADJOURNMENT

Motion made by Jim Cooper to adjourn the meeting.

Ayes all. Nays none. Motion carried.

MEETING ADJOURNED
12:56pm

BOARD OF WATER AND SEWAGE COMMISSIONERS

EUGENE TUBBS, SECRETARY