

**Board of Water and Sewage Commissioners**  
**Monday, October 10th, 2011**  
**12:00 P.M.**

**MINUTES**

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

**ALSO PRESENT:** Kim Halverson, Brenda Thomas, Eric Niffenegger, Gary Kuplic, Rob Molski, Jaime Zdroik, Angel Gebeau of AECOM, and Cathy Dugan – Citizen of Stevens Point.

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**I. ADMINISTRATION**

**1. Approval of minutes of the September 12th, 2011 meeting.**

Motion made by Eugene Tubbs, seconded by Jim Cooper to approve the minutes of the September 12<sup>th</sup>, 2011 Water & Sewage Commission meeting.

Ayes all. Nays none. Motion carried.

**II. ACCOUNTING**

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

Paul Adamski presented the statement of claims for the Water Utility for September. The balance as of September 1, 2011 was \$3,326,038.80; the bank deposits recorded in September 2011 were \$488,302.70. Checks issued since the September 12<sup>th</sup>, 2011 meeting numbered 45299 through 45341 were in the amount of \$1,135,999.23. Checks numbered 45342 through 45379 for \$432,868.93 were presented for action on October 10<sup>th</sup>, 2011. The net balance on hand October 10<sup>th</sup>, 2011 was \$2,107,528.33.

Motion made by Mae Nachman, seconded by Carl Rasmussen to approve the Water Utility claims for the month of September 2011 as audited and read.

Ayes all. Nays none. Motion carried.

Paul Adamski also presented the statement of claims for the Sewage Treatment Utility for September. The balance as of September 1<sup>st</sup>, 2011 was \$4,831,460.34; the bank deposits recorded in September 2011 were \$255,841.05. Checks issued since the September 12<sup>th</sup>, 2011 meeting numbered 28447 through 28477 were in the amount of \$189,887.25. Checks numbered 28478 through 28502 for \$110,838.48 were presented for action on October 10<sup>th</sup>, 2011. The net balance on hand October 10<sup>th</sup>, 2011 was \$4,740,185.69.

Motion made by Eugene Tubbs, seconded by Jim Cooper to approve the Sewage Utility claims for the month of September 2011 as audited and read.

Ayes all. Nays none. Motion carried.

3. **Discussion and action on Izaak Walton League of America Agreement.**

The City of Stevens Point has had a contract with Izaak Walton League for approximately 25 years now and has been renewed every five years. In the past, the contract was an initial amount \$3,000 to \$3,500 with a 5% increase that the City paid the Izaak Walton League for wellhead protection. The reason for this is several wells are within 1/8 of a mile or less of the 168 acres that the Izaak Walton League owns.

Previously, the contract was approved by the Finance Committee and then the City Council but since this is for wellhead protection the City decided the Water Department should be responsible for paying for this contract.

The contract has been reduced from five years to two years in the amount of \$6,832.25. The 5% multiplier has been taken out of this contract.

Motion made by Jim Cooper, to approve the Izaak Walton League of America Agreement for \$6,832.25, with correction made under item 8. Consent for Entry Onto Ikes Land, to reference "under paragraph 7 above", seconded by Mae Nachman.

Ayes: Eugene Tubbs, Jim, Cooper, Mae Nachman, Carl Rasmussen  
Abstention: Paul Adamski  
Nays: None  
Motion carried.

4. **Discussion and action on Public Fire Protection Resolution.**

Kim explained the Public Service Commission is requiring a resolution for the Public Fire Protection fees to be placed on the water bills.

Motion made by Carl Rasmussen, seconded by Jim Cooper to approve the Public Fire Protection Resolution.

Ayes all. Nays none. Motion carried.

III. **WATER OPERATIONS**

5. **Discussion and action on change to Ordinance 13.23 Cross-Connection Control.**

Kim stated the D.N.R. wanted us to update our cross-connection control ordinance.

The only changes are the Administrative Code reference numbers.

Motion made by Eugene Tubbs, seconded by Mae Nachman to approve the changed to Ordinance 13.23 Cross-Connection Control.

Ayes all. Nays none. Motion carried.

6. **Report on water distribution operations.**

Gary stated things are going well. The crew is working on repairing manholes before blacktop season ends. The Service Department is working on installing the new meters we purchased last month.

Kim wanted the Commission to know several calls have been received from customers complementing our staff and management.

The water operations report was distributed and reviewed.

A total of 407 valves have been operated in 2011.

7. **Report on water supply operations.**

Our pumpage in September was 193,219,000 gallons, an increase of 22,764,000 gallons of water from September 2010.

IV. **SEWAGE TREATMENT OPERATIONS**

8. **Discussion and action on creating Ordinance 13.10 Sewer Connection Fee.**

Kim stated the sewer connection fee was approved previously by the Commission & Council. This is the ordinance that would allow us the ability to charge the connection fee to customers that hook up to the new sewer main that was installed going East through the Business Park.

Motion made by Jim Cooper, seconded by Carl Rasmussen, to approve the Ordinance 13.10 Sewer Connection Fee.

Ayes all. Nays none. Motion carried.

9. **Discussion and action on replacing plant air compressor (Replacement fund item).**

Kim stated normally Replacement fund items do not need Commission approval but because it was \$13,540.00 and the Commission was meeting she wanted their approval.

Eric stated the existing plant air compressors supply air to the air operated valves for non-potable water system around the plant. The existing 50hp compressor leaks oil and is not very energy efficient and is old and unreliable. An air survey was done and they found out they can run on lower air, so they would like to replace the 50hp compressor with a 15hp compressor.

Kathy Dugan, a Stevens Point resident, asked if Eric had done a cost analysis. Eric stated it would be about a 4 year payback.

Carl Rasmussen asked if this was submitted to Focus on Energy. Eric stated they will be submitting it but the Focus on Energy dollars are being reduced.

Motion made by Eugene Tubbs, seconded by Mae Nachman, to replace the plant compressor in the amount of \$13,540.00.

Ayes all. Nays none. Motion carried.

10. **Report on Collection System Maintenance.**

Rob stated they finished cleaning the southern 1/3 of the City and now they are working on any trouble spots, with a lot of roots etc. and then they will start televising.

Kim asked if we have cleaned the entire City in three years, Rob stated we have.

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

11. **Report on sewage treatment operations.**

Eric stated the plant is running well; we still have B.O.D.'s less than 5 and, terrific effluent going into the river.

B.O.D. (4.95 ppm), Phosphorus (0.24 ppm) and Suspended Solid (5.25 ppm) limits were met for the month of September 2011.

*The next Water & Sewage Commission meeting will be on Monday, November 14<sup>th</sup>, 2011 at noon.*

**V. ADJOURNMENT**

Motion made by Carl Rasmussen to adjourn the meeting.

Ayes all. Nays none. Motion carried.

MEETING ADJOURNED  
12:23pm

BOARD OF WATER AND SEWAGE COMMISSIONERS

EUGENE TUBBS, SECRETARY