

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

MINUTES

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

ALSO PRESENT: Kim Halverson, Brenda Thomas, Eric Niffenegger, Gary Kuplic, Rob Molski, Jaime Zdroik, Joel Lemke-Dept of Public Works, and Angel Gebeau of AECOM.

EXCUSED ABSENCE: Jim Cooper

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I. ADMINISTRATION

1. Approval of minutes of the November 14th, 2011 meeting.

Motion made by Eugene Tubbs, seconded by Mae Nachman to approve the minutes of the November 14th, 2011 Water & Sewage Commission meeting.

Ayes all. Nays none. Motion carried.

II. ACCOUNTING

2. Discussion and possible action on the following:

a. Claims for the Water and Sewage Departments.

Paul Adamski presented the statement of claims for the Water Utility for November. The balance as of November 1, 2011 was \$2,403,524.67; the bank deposits recorded in November 2011 were \$2,661,625.86. Checks issued since the November 14th, 2011 meeting numbered 45434 through 45526 were in the amount of \$381,830.50. Checks numbered 45527 through 45552 for \$283,886.67 were presented for action on December 12th, 2011. The net balance on hand December 12th, 2011 was \$3,214,101.21.

Motion made by Carl Rasmussen, seconded by Eugene Tubbs to approve the Water Utility claims for the month of November 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 November. The balance as of November 1st, 2011 was \$4,951,180.22; the bank deposits recorded in November 2011 were \$261,414.46. Checks issued since the November 14th, 2011 meeting numbered 28534 through 28611 were in the amount of \$465,599.39. Checks numbered 28612 through 28632 for \$133,416.76 were presented for action on December 12th, 2011. The net balance on hand December 12th, 2011 was \$4,352,613.89.

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

Ayes all. Nays none. Motion carried.

b. Capital Improvements and Operation and Maintenance expenses for the Water & Sewage Departments.

Kim is requesting the 2012 Expenditures be approved.

Paul stated the 2012 expenditures are substantially lower than the previous two years.

The Michigan Avenue & Fourth Avenue reconstruction project is the bulk of the total expenditures for 2012 for Water and Sewer. The City's determining factor to do this project was poor road conditions. The water and sewer mains are very old as well.

Kim stated the booster control/wiring replacement has not been updated since it was originally built.

Motion made by Mae Nachman, seconded by Eugene Tubbs to approve the Water & Sewage Departments Capital Operations and Maintenance Plans for 2012 as follows: **WATER DEPARTMENT** – Michigan Ave & Fourth Ave Project \$415,848.00, backhoe hydraulic breaker \$13,350.00, booster control/wiring replacement \$98,533, Well #4 Rehab \$15,471.00, Well #8 Rehab \$17,468.00, training/education expenses an amount up to \$25,000.00 and computer software upgrades, equipment, and training in an amount up to \$25,000.00 for a total amount of \$610,670.00. **SEWER DEPARTMENT** - Michigan Ave & Fourth Ave Project \$277,275.00, install two VFD harmonics filters \$14,700.00, ¾ ton 4X4 plow truck \$41,500.00, sewer manhole repairs annually \$25,000.00, clean out digesters 1 & 2 for \$24,000.00, replace DAF sludge piston pump \$18,219.00, replace pressure/vacuum reliefs in digesters 1 & 2 \$19,400.00, and replace one set of UV bulbs plus two quartz sleeves \$5,210.00, and training/education for an amount up to \$15,000.00 for a total amount of \$440,304.00.

Ayes all. Nays none. Motion carried.

c. Near term rehab and efficiency projects as outlined in the Waste Water Master Plan.

Kim stated the Master Plan was presented at last month's meeting.

We will not be doing all the near-term items in 2012. Kim, Eric and Jeremy prioritized items based on need. We do not want to raise rates. If rates

need to be raised in order to do some of the projects during 2012, we will not do some of the projects.

Kim stated a presentation about performance based contracting was presented to us by Johnson Controls. They do studies for efficiency projects like the high strength waste receiving station. They do the study and determine the amount of payback based on efficiencies and then they guarantee that amount of savings. We would bond for the money and pay for the bond with the savings that they guarantee. This is something we are looking into. You can also bundle projects.

If we utilize Johnson Controls we could possibly do the high strength waste receiving station and the west side lift station rehab. The payback would be longer but we would not have to raise rates to do the projects.

We need to get the intent to apply for the Clean Water Fund loan in by the end of this month in order to get funded for 2012. Otherwise, we might be looking at 2013 for some of the projects.

Kim said Johnson Controls has only been wrong ½ of 1 percent on billions of dollars of projects.

If we are not awarded the Clean Water Fund loan we may not do all of the following projects: West Side lift station \$410,000.00, Heffron lift station \$516,000.00, 10-51 lift station improvements \$83,000.00, and the high strength waste receiving station \$776,000.00.

The projects coming out of the general fund include: modify screenings discharge pipe \$18,000.00, canopy over UV banks \$26,000.00, channel aeration blower building improvements \$2,000.00, WWTP capacity re-rate study \$10,000.00 and WWTP solids capacity, handling and reuse study \$20,000.00. The projects coming out of the replacement fund include: vortex grit rehab \$350,000.00, primary clarifier rehab \$72,000.00, final clarifier rehab \$85,000.00, W3 system improvements \$37,000.00, and SCADA improvements for the wastewater components \$512,000.00.

Motion made by Carl Rasmussen, seconded by Eugene Tubbs to approve the selected near-term rehab and efficiency projects listed above as outlined in the Wastewater Master Plan with the understanding the items listed under the Clean Water Fund loan funding for 2012 would not be officially approved until a later meeting date when staff can inform the

Commission whether our application was approved or denied for the Clean Water Fund loan.

Ayes all. Nays none. Motion carried.

d. **Submitting Clean Water Fund intent to apply form for lift station rehabilitation and high strength waste receiving station projects.**

Motion made by Mae Nachman, seconded by Carl Rasmussen to approve submitting Clean Water Fund intent to apply form for lift station rehabilitation and high strength waste receiving station projects.

Ayes all. Nays none. Motion carried.

3. **Report on Water and Wastewater budgets.**

The Water and Wastewater budgets were reviewed and discussed by the Commission.

III. **WATER OPERATIONS**

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

Gary stated the crew is working on inventory and maintaining hydrants. We are still working on the meter exchange program. Evening meter exchange appointments are now being scheduled in order to get the program completed sooner.

The water operations report was distributed and reviewed.

A total of 683 valves have been operated in 2011.

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

Our pumpage in November was 141,937,000 gallons, a decrease of 468,000 gallons of water from November 2010.

IV. SEWAGE TREATMENT OPERATIONS

6. Report on Collection System Maintenance.

Rob stated the crew is focusing on televising and flushing. The numbers are down some due to having problems with the camera which is now repaired.

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

7. Report on sewage treatment operations.

Eric stated the effluent going out to the river is still very good even though our loadings are higher due to additional high strength waste we are accepting.

B.O.D. (4.81 ppm), Phosphorus (0.37 ppm) and Suspended Solid (5.34 ppm) limits were met for the month of November 2011.

The next Water & Sewage Commission meeting will be on Monday, January 9th, 2012 at noon.

V. ADJOURNMENT

Motion made by Carl Rasmussen to adjourn the meeting.

Ayes all. Nays none. Motion carried.

MEETING ADJOURNED
12:29pm

BOARD OF WATER AND SEWAGE COMMISSIONERS

EUGENE TUBBS, SECRETARY