

Board of Water and Sewage Commissioners
Monday, February 13th, 2012
12:00 P.M.

MINUTES

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

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

EXCUSED ABSENCE: Paul Adamski and Mae Nachman

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I. ADMINISTRATION

1. Approval of minutes of the January 9, 2012 meeting.

Motion made by Carl Rasmussen, seconded by Jim Cooper to approve the minutes of the January 9, 2012 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.

Eugene Tubbs presented the statement of claims for the Water Utility for January. The balance as of January 1, 2012 was \$2,761,911.00; the bank deposits recorded in January 2012 was \$2,694,233.21. Checks issued since the January 9th, 2012 meeting numbered 45630 through 45690 were in the amount of \$2,327,091.51. Checks numbered 45691 through 45719 for \$842,235.22 were presented for action on February 13th, 2012. The net balance on hand February 13th, 2012 was \$2,056,261.95.

Motion made by Carl Rasmussen, seconded by Jim Cooper to approve the Water Utility claims for the month of January 2012 as audited and read.

Ayes all. Nays none. Motion carried.

Eugene Tubbs also presented the statement of claims for the Sewage Treatment Utility for January. The balance as of January 1st, 2012 was \$4,132,035.40; the bank deposits recorded in January 2012 were \$1,110,274.12. Checks issued since the January 9th, 2012 meeting numbered 28690 through 28737 were in the amount of \$123,135.20. Checks numbered 28738 through 28771 for \$203,635.21 were presented for action on February 13th, 2012. The net balance on hand February 13th, 2012 was \$4,384,683.35.

Motion made by Jim Cooper, seconded by Carl Rasmussen to approve the Sewage Utility claims for the month of January 2012 as audited and read.

Ayes all. Nays none. Motion carried.

b. **Installing a new dedicated electric power line to W.W.T.P.**

As part of the Biogas Project for the Waste Water Treatment Plant (W.W.T.P.), Wisconsin Public Service required a Generator to Distribution Interconnection Study. The study determined a dedicated electric line to the plant would be required by W.P.S. It will serve the W.W.T.P. only and will alleviate safety concerns for W.P.S. employees. This line would be required anyway if we generate enough methane in the future and need another generator. It would probably cost a lot more to install later.

Kim stated the cost would have been \$50,000 if we were boring the line in but it will be overhead lines so it should be less expensive, hopefully not over \$25,000.00.

Motion made by Carl Rasmussen, seconded by Jim Cooper to approve installing a new dedicated electric power line to the W.W.T.P in an amount not to exceed \$25,000.00.

Ayes all. Nays none. Motion carried.

c. **S.E.H. agreement for inspection services for the proposed AT&T antenna upgrade on the Water Street tower.**

Kim stated this is an agreement for S.E.H. to inspect and approve plans for AT&T to install different antennas on our Water St. tower. We have a contract with AT&T that states they need to supply plans and have them reviewed and approved. Also the work has to be inspected and paid for entirely by them. The work will not be completed until we receive payment from AT&T for the \$6,000 to do the review. This will not cost the Department anything.

Motion made by Carl Rasmussen, seconded by Jim Cooper to approve the S.E.H. agreement for inspection services for the proposed AT&T antenna upgrade on the Water Street tower for \$6,000.00.

Ayes all. Nays none. Motion carried.

III. WATER OPERATIONS

3. Report on water distribution operations.

Gary stated everything is going good. We have had a couple of leaks and the crew is working on rebuilding and repairing hydrants.

There have only been three leaks so far this winter.

The water operations report was distributed and reviewed.

A total of 49 valves have been operated in 2012.

4. Report on water supply operations.

Our pumpage in January was 145,393,000 gallons, a decrease of 4,967,000 gallons of water from January 2011.

IV. SEWAGE TREATMENT OPERATIONS

5. Report on Collection System Maintenance.

Rob stated the crew has been concentrating on televising. There were no service calls for the month of January.

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

6. Report on sewage treatment operations.

Eric stated the plant is running well. The biogas generator is on site and it is being installed. The next step would be to hook up the lines, plumbing, electrical etc. Kim stated it should be operational next month and the Commissioners could tour it after the meeting.

B.O.D. (4.12 ppm), Phosphorus (0.233 ppm) and Suspended Solid (4.90 ppm) limits were met for the month of December 2011.

V. **PERSONNEL**

7. **Retirement notices from David Sobczak (33 years) and Peter Shippy (28 years).**

Kim is asking the Personnel Committee tonight for approval to fill these vacancies.

The Commission congratulated them and hopes they enjoy their retirement.

The next Water & Sewage Commission meeting will be on Monday, March 12th, 2012 at noon.

VI. **ADJOURNMENT**

Motion made by Jim Cooper to adjourn the meeting.

Ayes all. Nays none. Motion carried.

MEETING ADJOURNED

12:24pm

BOARD OF WATER AND SEWAGE COMMISSIONERS

EUGENE TUBBS, SECRETARY