

Board of Water and Sewerage Commissioners

Monday, August 11, 2014

12:00 P.M.

MINUTES

PRESENT:

Eugene Tubbs, Jim Cooper, Carl Rasmussen and Mae Nachman.

ALSO PRESENT:

Mayor Halverson, Joel Lemke, Gary Kuplic, Chris LeFebvre, Rob Molski, Mary Klesmith, Jaime Zdroik, and Angel Gebeau of AECOM.

EXCUSED ABSENCE:

Paul Adamski

Index

Page

I. ADMINISTRATION

1. Approval of minutes of the July 14, 2014 meeting. 2

II. ACCOUNTING

2. Discussion and possible action on approval of department claims. 2-3

III. WATER OPERATIONS

3. Report on water distribution operations. 3
4. Report on water supply operations. 3
5. Discussion and possible action on a contract with S.E.H. for design review and inspection services. 3-4
6. Discussion and possible action on Hyland property acquisition. 4
7. Discussion and possible action on improvements to exhaust stacks at Well #11. 4

IV. SEWAGE TREATMENT OPERATIONS

8. Report on Collection System Maintenance. 5
9. Report on sewage treatment operations. 5
10. Discussion and possible action on recommending award of High Strength Waste Project. 5-6

V. STORMWATER OPERATIONS

11. Report on stormwater operations. 6

VI. DIRECTOR'S REPORT

12. Verbal report. 6

VII. ADJOURNMENT

7

ADMINISTRATION

1. **Approval of minutes of the July 14, 2014 meeting.**

Motion made by Jim Cooper, seconded by Carl Rasmussen to approve the minutes of the July 14, 2014 Water & Sewerage Commission meeting.

Ayes all. Nays none. Motion carried.

II. **ACCOUNTING**

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

Water Department

Eugene Tubbs presented the statement of claims for the Water Utility for July. The balance as of July 1, 2014 was \$4,871,860.82; the bank deposits recorded in July 2104 was \$1,375,595.15. Checks issued July 2014 numbered 48185 through 48274 were in the amount of \$930,756.71. The net balance on hand July 31, 2014 was \$5,316,699.26.

Wastewater Department

Eugene Tubbs presented the statement of claims for the Sewage Treatment Utility for July. The balance as of July 1, 2014 was \$5,368,702.89; the bank deposits recorded in July 2014 were \$591,416.35. Checks issued July 2014 numbered 30425 through 30488 were in the amount of \$412,590.78. The net balance on hand July 31, 2014 was \$5,547,528.46.

Stormwater Department

Eugene Tubbs also presented the statement of claims for the Stormwater Utility for July. The balance as of July 1, 2014 was \$664,339.49. The bank deposits recorded in July 2014 were \$181,171.61. Checks issued July 2014 meeting numbered 1190 through 1208 were in the amount of \$32,442.90. The net balance on hand July 31, 2014 was \$813,068.20.

Airport

Eugene Tubbs also presented the statement of claims for the Airport for July. The balance as of July 1, 2014 was \$190,324.92. The bank deposits recorded in July 2014 were \$48,903.96. Checks issued in July 2014

numbered 1200 through 1208 were in the amount of \$56,246.60. The net balance on hand July 31, 2014 was \$182,982.28.

Motion made by Mae Nachman, seconded by Jim Cooper to approve the department claims for the month of July 2014 as audited and read.

Ayes all. Nays none. Motion carried.

III. **WATER OPERATIONS**

3. **Report on water distribution operations.**

Gary stated the Bukolt Avenue Project is going good. All of the services; water, sewer, storm in the first block have been installed and will be pressure tested sometime this week. The Crew were working on getting caught up on maintenance items.

The water operation reports were distributed and reviewed.

A total of 162 valves have been operated in 2014.

4. **Report on water supply operations.**

Our pumpage in July was 215,463,000 gallons, a decrease of 5,350,000 gallons of water from July 2013.

5. **Discussion and possible action on a contract with S.E.H. for design review and inspection services.**

AT&T wants to upgrade their equipment on the water tower and the costs involved to have the plans and specs reviewed would be about \$6,000. New state statutes have been put in place stating utilities have to be more accommodating to their tenants/cellphone providers.

Joel stated rather than have them pay upfront for engineering services we modified their monthly payment to increase \$600 a month so within 10 months the cost of the engineering services would be recouped and the payment stays there perpetually.

Joel received quotes for design review and inspection services.

Motion made by Carl Rasmussen, seconded by Mae Nachman to approve a contract with S.E.H. for design review and inspection services in the amount of \$6,500.00 for review/inspections and \$500.00 for 360 virtual closeout tour.

Ayes all. Nays none. Motion carried.

6. **Discussion and possible action on Hyland property acquisition.**

Joel stated at the last meeting the Commission acted that if the other half of the purchase would be covered by Schmeekle Reserve/Green Circle that they would consider paying for the remaining. Schmeekle Reserve Foundation would pay \$37,500 and the Green Circle \$37,500 and the remaining would be \$75,000. If the grant would have been awarded our portion would only be \$37,500 but that was not awarded.

It would be at least another year before another grant would be available to apply for.

The Commission would like to see if any other parties would be interested in going in on the purchase of the property or if the total cost could be split 3 ways.

No action taken at this time.

7. **Discussion and possible action on improvements for exhaust stacks at Well #11.**

We are involved in a Peak Shaving Program/Load Shedding Program with W.P.S. where they can remotely turn on our emergency generators in order to get off of their grid when necessary and we receive \$2100/month discount for this. To continue to be able to be involved in the Load Shedding Program and receive the discount, we need to meet clean air requirements set by the E.P.A. The only requirement we don't meet is that our exhaust stacks need to be 10' above the building's highest roof line.

Motion made by Mae Nachman, seconded by Jim Cooper to approve Staab Construction to make improvements to the exhaust stacks at Well #11 in the amount of \$17,720.00.

Ayes all. Nays none. Motion carried.

IV. SEWAGE TREATMENT OPERATIONS

8. Report on Collection System Maintenance.

Rob stated everything is going well. The crew worked on rebuilding manholes and attended a conference in Marshfield where they were able to learn about new technologies. The new televising trailer is ready to go. They will be concentrating on televising in the fall/winter months.

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

9. Report on sewage treatment operations.

Chris stated PERS is just finishing up on Final Clarifier #3. Staab Construction has started the influent pumping/pH control project. The #3 digester re-cert pump has been replaced by L.W. Allen. The annual inspection of our biogas generator by Martin Machinery has been completed. They did turn up the generator from 180 kw to 190 kw, the generator and engine are rated to pump 210 kw. We've also had a filamentous outbreak due to high loadings from the brewery when they are doing their cider process.

B.O.D. (6 average ppm), Phosphorus (0.507 average ppm) and Suspended Solid (12.25 average ppm) limits were met for the month of July 2014.

10. Discussion and possible action on recommending award of the High Strength Waste Project.

The project was rebid last Friday. Miron Construction came in as the low bid. Joel explained we did take out the force main portion of the contract and we have decided to complete the work that is involved with that in order to save money. We are also requesting approval to complete the force main portion outside of the contract at an approximate cost of somewhere between \$200,000 to \$300,000.

The reason we believe we can save money on the force main portion is that we are looking into changing the route of where the force main was originally designed to be installed. The new route would take the force main away from the roadway more and be able to direct bury some of it.

The Commission acted last month on an agreement with the brewery that was needed in order to move forward on this project. This project is contingent on

that agreement being fully executed which would mean the brewery would be financially responsible for half of the project costs.

Motion made by Mae Nachman, seconded by Jim Cooper to award the High Strength Waste Project to the low bidder Miron Construction in the amount of \$1,060,200.00 and the approval to complete the force main portion outside of the contract at an approximate cost not to exceed \$300,000.00.

Ayes all. Nays none. Motion carried.

V. STORMWATER OPERATIONS

11. Report on Stormwater operations.

Gary stated the finished another swale north of Fleet Farm and it was received very well by property owners in the area. They are now working on a run-off project ton First St. and John's Drive.

Rob stated his crew worked on catch basins and manholes.

VI. DIRECTOR'S REPORT

12. Verbal Report.

Joel stated three jobs (Wastewater Chief Operator, Customer Service Rep. and Sewer Collections Crew) were advertised and we received quite a few applications.

Next month Joel will be bringing a proposal to the Commission for modifications to the office that would allow two people to sit up front by the window.

Joel also congratulated Gary Kuplic on 34 years of service to the department.

The next Water & Sewerage Commission meeting will be on Monday, September 8, 2014 at noon.

VII. ADJOURNMENT

Motion made by Carl Rasmussen to adjourn the meeting.

Ayes all. Nays none. Motion carried.

MEETING ADJOURNED

1:03pm

BOARD OF WATER AND SEWERAGE COMMISSIONERS

EUGENE TUBBS, SECRETARY