

City of Stevens Point
Board of Water and Sewerage Commissioners
Monday, September 9, 2017
12:00 P.M.

MINUTES

PRESENT: Paul Adamski, Carl Rasmussen, Mae Nachman, Ray Schmidt and Anna Haines

ALSO PRESENT: Joel Lemke, Mary Klesmith, Chris Lefebvre, Eric Southworth Jason Draheim, Jaime Zdroik and Angel Gebeau-AECOM.

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ADMINISTRATION

1. Approval of minutes of the July 10, 2017 meeting.

Motion made by Ray Schmidt, seconded by Mae Nachman to approve the minutes of the July 10, 2017 Water & Sewerage Commission meeting.

Ayes all. Nays none. Motion carried.

II. ACCOUNTING

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

WATER DEPARTMENT

Paul Adamski presented the statement of claims for the Water Utility for July. The balance as of July 1, 2017 was \$4,721,397.15; the bank deposits recorded in July, 2017 were \$1,380,638.59. Checks issued July 2017 numbered 51320 through 51398 were in the amount of \$1,052,369.22. The net balance on hand July 31, 2017 was \$5,049,666.52.

Paul Adamski presented the statement of claims for the Water Utility for August. The balance as of August 1, 2017 was \$5,019,323.71; the bank deposits recorded in August, 2017 were \$583,269.48. Checks issued August 2017 numbered 51399 through 51498 were in the amount of \$505,127.72. The net balance on hand August 31, 2017 was \$5,097,465.47.

WASTEWATER DEPARTMENT

Paul Adamski also presented the statement of claims for the Sewage Treatment Utility for July. The balance as of July 1, 2017 was \$6,740,705.60; the bank deposits recorded in July 2017 were \$567,491.88. Checks issued July 2017 numbered 32527 through 32579 were in the amount of \$242,507.24. The net balance on hand July 31, 2017 was \$7,065,690.24.

Paul Adamski also presented the statement of claims for the Sewage Treatment Utility for August. The balance as of August 1, 2017 was \$7,067,333.08; the bank deposits recorded in August 2017 were \$236,248.70. Checks issued August 2017 numbered 32580 through 32632 were in the amount of \$192,397.45. The net balance on hand August 31, 2017 was \$7,111,184.33.

STORMWATER DEPARTMENT

Paul Adamski also presented the statement of claims for the Stormwater Utility for July. The balance as of July 1, 2017 was \$1,609,416.52. The bank deposits recorded in July 2017 were \$195,856.88. Checks issued July 2017 numbered 1931 through 1950 were in the amount of \$66,919.22. The net balance on hand July 31, 2017 was \$1,738,354.18.

Paul Adamski also presented the statement of claims for the Stormwater Utility for August. The balance as of August 1, 2017 was \$1,759,211.76. The bank deposits recorded in August 2017 were \$83,467.34. Checks issued August 2017 numbered 1951 through 1971 were in the amount of \$151,629.06. The net balance on hand August 31, 2017 was \$1,691,050.04.

Motion made by Carl Rasmussen seconded by Anna Haines to approve the department claims for the months of July & August 2017 as audited and read.

Ayes all. Nays none. Motion carried.

III. WATER OPERATIONS

3. Report on water distribution operations.

The water operations report was distributed and reviewed for the months of July/August.

4. Report on water supply operations.

Eric stated pumpage increased in both July and August. The kilowatt usage for July was lower than expected; when WPS sees the weather is going to be hot they will flip on our generators at Well 11 to get us off the power grid.

Well 9 had a bearing going out in motor so we decided to pull the well and have it inspected. Eric stated this well has best quality of water and most consistent for pumping.

Our pumpage in July was 202,817,000 gallons, an increase of 17,145,000 gallons of water from July 2016.

Our pumpage in August was 179,208,000 gallons, an increase of 11,585,000 gallons of water from August 2016.

5. **Discussion and possible action on quotes for the demolition of the Georgia St. booster station.**

The booster station has been offline since 2015. Eric received two quotes for the demolition of the Georgia St. Booster Station, the low quote is from American Demolition Corporation in the amount of \$22,200.00.

Joel explained our estimate for the approved 2017 Capital Improvement for this was \$25,000.00.

Motion made by Mae Nachman, seconded by Carl Rasmussen to approve the low quote from American Demolition Corporation in the amount of \$22,200.00.

Ayes all. Nays none. Motion carried.

IV. SEWAGE TREATMENT OPERATIONS

6. **Report on Collection System Maintenance.**

Joel stated the crew is working on normal operations. We are down two employees on that crew.

Ray questioned if the projects interfere with normal work operations. Eric explained that our crews do televise the mains on the new project.

The sewer reports for the months of July/August were reviewed by the Commission.

7. **Report on sewage treatment operations.**

Chris stated all permit levels were met for the past two months.

On July 24th the biogas engine had a catastrophic failure, engine overheated causing the failure. Kraft power is coming up with quote to be rebuilt. This should be covered by our insurance.

During the routine digester/boiler inspection it was discovered that the heat exchange tubes needed to be replaced. This will cost approximately \$15,000 to \$18,000 and will be covered out of our replacement fund.

The west side lift station rehab is underway and so far everything is going fine.

Chris explained that during all of this, we've been understaffed and commended the existing 2 operators for keeping the plant running.

The Commissioners also thanked the existing staff for hanging in there and keeping everything running.

B.O.D. (2 average ppm), Phosphorus (.364 average ppm) and Suspended Solid (3.20 average ppm) limits were met for the month of July 2017.

B.O.D. (4 average ppm), Phosphorus (.348 average ppm) and Suspended Solid (5.27 average ppm) limits were met for the month of August 2017.

8. **Discussion and possible action on amendment no. 1 to the Engineering Services Agreement with Donohue and Associates.**

Joel explained that Amendment No. 1 is for \$10,950.00 and would be for Donohue & Associates to prepare the loan application for the State Revolving Fund (SRF). We should grade high for funding and could be eligible for principal forgiveness dollars as well.

Motion made by Carl Rasmussen, seconded by Anna Haines to approve Amendment No. 1 to the Engineering Services Agreement with Donohue & Associates.

Ayes all. Nays none. Motion carried.

V. STORMWATER OPERATIONS

7. **Report on Stormwater operations.**

The stormwater operations report was reviewed by the commission.

VI. DIRECTOR'S REPORT

9. **Verbal Report.**

Joel congratulated Frank Suchon on his 35 year anniversary with the utility.

The water/sewer rate study will be presented next month by Baker Tilly.

You might see a bid award next month for the garage project.

Joel also wanted to thank the Commission for allowing him to go to Russia.

The next Water & Sewerage Commission meeting will be on Monday, October 9, 2017 at noon.

VII. ADJOURNMENT

Motion made by Ray Schmidt to adjourn the meeting.

Ayes all. Nays none. Motion carried.

MEETING ADJOURNED
12:30 pm

BOARD OF WATER AND SEWERAGE COMMISSIONERS

A handwritten signature in cursive script, appearing to read "Carl Rasmussen".

CARL RASMUSSEN, SECRETARY