

**City of Stevens Point**  
**Board of Water and Sewerage Commissioners**  
**Monday, January 8, 2018**  
**12:00 P.M.**

**MINUTES**

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

**ALSO PRESENT:** Joel Lemke, Mary Klesmith, Rob Molski, Chris Lefebvre, Eric Southworth  
Jason Draheim, Jaime Zdroik, Logan Elsholtz, Cole Kirchman and Adam  
Burklund

**EXCUSED ABSENCE:** Paul Adamski

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## **ADMINISTRATION**

1. **Approval of minutes of the December 11, 2017 meeting.**

**Motion made** by Ray Schmdit, seconded by Anna Haines to approve the minutes of the December 11, 2017 Water & Sewerage Commission meeting.

*Ayes all. Nays none. Motion carried.*

2. **Election of Officers.**

**Motion made** by Mae Nachman, seconded by Ray Schmidt to retain Paul Adamski as President and Carl Rasmussen as Secretary.

*Ayes all. Nays none. Motion carried.*

3. **Consideration and possible action on accepting proposed ordinance language for the creation of a Community Area Network (CAN).**

Joel explained that there is approximately 10 miles of infrastructure, fiber, that makes up the Community Area Network (CAN) and it will be overseen by this Commission.

Anyone who is eligible for services through WiscNet would be able to apply for connection to the City's CAN infrastructure. This would consist of membership organizations that provide research and education networking services to public and private higher education, K12 school districts, libraries, municipalities, and hospitals.

This item will go to Public Works tonight and then to Council next week.

The CAN would go under the Stormwater Utility because it will probably only consist of approximately 10 customers to start and the Stormwater Utility is not regulated.

Ray Schmidt would like the opportunity to clean up some of the language in the ordinance.

**Motion made** by Anna Haines, seconded by Mae Nachman to approve the proposed ordinance language for the creation of a Community Area Network (CAN), with the understanding Ray Schmidt will be cleaning up some of the language in the proposed ordinance.

*Ayes all. Nays none. Motion carried.*

## II. ACCOUNTING

### 4. Discussion and possible action on approval of department claims.

#### **WATER DEPARTMENT**

Carl Rasmussen presented the statement of claims for the Water Utility for December. The balance as of December 1, 2017 was \$5,643,064.01; the bank deposits recorded in December, 2017 were \$548,036.49. Checks issued December 2017 numbered 51764 through 51853 were in the amount of \$905,500.03. The net balance on hand December 31, 2017 was \$5,285,600.47.

#### **WASTEWATER DEPARTMENT**

Carl Rasmussen also presented the statement of claims for the Sewage Treatment Utility for December. The balance as of December 1, 2017 was \$6,881,578.44; the bank deposits recorded in December 2017 were \$249,647.64. Checks issued December 2017 numbered 32807 through 32865 were in the amount of \$584,678.91. The net balance on hand December 31, 2017 was \$6,546,547.17.

#### **STORMWATER DEPARTMENT**

Carl Rasmussen also presented the statement of claims for the Stormwater Utility for December. The balance as of December 1, 2017 was \$1,828,555.29. The bank deposits recorded in December 2017 were \$80,642.34. Checks issued December 2017 numbered 2035 through 2052 were in the amount of \$1,470,257.17. The net balance on hand December 31, 2017 was \$1,470,257.17.

**Motion made** by Mae Nachman seconded by Anna Haines to approve the department claims for December 2017 as audited and read.

*Ayes all. Nays none. Motion carried.*

### 5. Report on restricted funds for Parks Dept. & Public Works.

As requested upon the creation of the restricted funds, Joel provided the Commission with an annual summary of the disbursements and balances of the funds.

Restricted funds were created in May of 2013 shortly after the Stormwater Utility was created.

Parks Restricted Funds: Contributions from 2013 to 2017 total \$110,000.00; Disbursements 2013 to 2017 was \$107,523.85; Disbursements in 2017 \$22,940.57 with a 2017 end of year balance of \$2,476.15.

Streets Restricted Funds: Contributions from 2013 to 2017 total \$375,000.00; Disbursements 2013 to 2017 was \$360,000.00; Disbursements in 2017 \$70,000.00 with a 2017 end of year balance of \$15,000.00.

### **III. WATER OPERATIONS**

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

Eric stated that a service leak on Fremont was repaired. Operation Deep Freeze was started on 12/28, we have approximately 80 houses run their water in order to prevent our services from freezing, we also run some hydrants as well.

In the upcoming months, we will be coming back to the Commission for approval of a lead service replacement plan. Joel explained \$70,000 was put in the Capital Improvements & Maintenance Plan for 2018 for this. There will just be a small group of properties done to start this year.

Eric stated they will be working this summer on repairs in order to help eliminate some of the properties that we currently have run their water for Operation Deep Freeze.

The water operations report was distributed and reviewed for the month of December.

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

Our pumpage in December was 133,796,000 gallons, a decrease of 7,758,000 gallons of water from December 2016.

### **IV. SEWAGE TREATMENT OPERATIONS**

#### **8. Report on Collection System Maintenance.**

Report for December was provided to the Commission.

#### **9. Report on sewage treatment operations.**

Chris stated all permit requirements were met for December. We produced 89% of our own electricity and 84% of our own heat.

B.O.D. (4 average ppm), Phosphorus (.403 average ppm) and Suspended Solid (4.80 average ppm) limits were met for the month of December 2017.

## V. STORMWATER OPERATIONS

### 10. Report on Stormwater operations.

Rob stated the crew spent a lot of time hauling spoil piles from the Badger Avenue Swale Project. They also performed maintenance on the tractor and Airport equipment.

The stormwater operations report was reviewed by the commission.

## VI. DIRECTOR'S REPORT

### 11. Verbal & written Report.

Joel stated initially we received news we didn't make the ranking for the focus grant for solar for Transit or the new utility garage but they have since come back to us offering it for the new utility garage. This will be brought back to the Commission.

The right-away abandonment for the new utility garage project is now scheduled for February, it was postponed because some of the properties didn't get their notices in time. The contract for this project will probably be awarded in March.

The paddle dryer and belt filter press were purchased for the WWTP Upgrade Project.

We will be working with Engineering on street utilities design for the expansion on the East side of town.

*The next Water & Sewerage Commission meeting will be on Monday, February 12, 2018 at noon.*

## VII. ADJOURNMENT

**Motion made** by Ray Schmidt to adjourn the meeting.  
*Ayes all. Nays none. Motion carried.*

MEETING ADJOURNED  
12:36 pm

BOARD OF WATER AND SEWERAGE COMMISSIONERS



CARL RASMUSSEN, SECRETARY