

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

MINUTES

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

ALSO PRESENT: Joel Lemke, Mary Klesmith, Chris Lefebvre, Eric Southworth Jason Draheim, and Jaime Zdroik

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	13. Adjourn into closed session (approximately 12:40p.m.) pursuant to Wisconsin Statutes 19.85(1)(e) (deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session) on the following:		6

	A. Purchase of land for wellhead protection.	
14.	Reconvene into open session (approximately 1:00p.m.) for possible action on the above reference closed session item.	6
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ADMINISTRATION

1. **Approval of minutes of the January 8, 2018 meeting.**

Ray stated there are a couple of corrections that need to be made to the January minutes as follows;

In item #1 the spelling of Ray's last name should be corrected to Schmidt.

In item #4 Stormwater Department claims, the checks issued in December 2017 should total \$438,940.46.

Motion made by Ray Schmidt, seconded by Anna Haines to approve the minutes of the January 8, 2018 Water & Sewerage Commission meeting with corrections.

Ayes all. Nays none. Motion carried.

2. **Discussion and possible action on renewing the contract with the Izaak Walton League.**

Joel explained this is renewed every five years and all that has changed is the dates. This helps protect the City's Wellhead Protection.

Commissioners asked if this property is within the City's Wellhead Protection? This property does fall within one of the overlay districts. They also asked if the contract amount has changed? The contract amount has not changed.

Carl questioned if there was a way to define the use of heavy fertilizers as referenced in the contract Under Item #4 Maintenance & Use of Property. Joel explained that the language in the Wellhead Protection plan would define it. Joel stated they are not using any fertilizer.

Motion made by Mae Nachman, seconded by Anna Haines to approve renewing the contract with the Izaak Walton League with suggested modifications to the contract in reference to #4 Maintenance & Use of Property to use the same language in the Wellhead Protection in defining heavy fertilizers.

Ayes all. Nays none. Motion carried.

3. **Discussion and possible action on hiring vacant positions.**

Joel explained rather than hiring two people in Collections Crew position instead hire them under the Utility Operator position. This title better collates with job duties they will be doing. Joel doesn't want to end up having to reclassify these jobs in the future because of the work they would be doing. This also allows for cross training and flexibility.

Motion made by Ray Schmidt, seconded by Mae Nachman to forward this onto the Personnel Committee recommending to approve hiring the two vacant positions as Utility Operators as requested.

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 January. The balance as of January 1, 2018 was \$5,349,958.47; the bank deposits recorded in January, 2018 were \$1,505,420.94. Checks issued January 2018 numbered 51854 through 51931 were in the amount of \$962,023.49. The net balance on hand January 31, 2018 was \$5,893,355.92.

WASTEWATER DEPARTMENT

Carl Rasmussen also presented the statement of claims for the Sewage Treatment Utility for January. The balance as of January 1, 2018 was \$6,646,878.48; the bank deposits recorded in January 2018 were \$582,823.20. Checks issued January 2018 numbered 32868 through 32915 were in the amount of \$150,950.88. The net balance on hand January 31, 2018 was \$7,078,750.80.

STORMWATER DEPARTMENT

Carl Rasmussen also presented the statement of claims for the Stormwater Utility for January. The balance as of January 1, 2018 was \$1,378,952.38. The bank deposits recorded in January 2018 were \$185,746.84. Checks issued January 2018 numbered 2053 through 2074 were in the amount of \$46,753.04. The net balance on hand January 31, 2018 was \$1,517,946.18.

Motion made by Ray Schmidt seconded by Anna Haines to approve the department claims for January 2018 as audited and read.

Ayes all. Nays none. Motion carried.

III. WATER OPERATIONS

5. Report on water distribution operations.

Eric stated they had two water main breaks one on 2/1 and one on 2/11. They also had 40 calls for frozen water in January. Well 4 will be rehabbed this week. Wells 10 & 11 were inspected the final report should be here by next week. Next week the tanks will be inspected at Well 11.

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

6. Report on water supply operations.

Our pumpage in January was 147,206,000 gallons, an increase of 6,768,000

gallons of water from January 2017.

7. **Discussion and possible action on allowing the proposed subdivision South of Odessa Ct. in the Village of Park Ridge to connect to municipal water.**

Joel wanted to make sure the Commission's interpretation of our ordinance, Chapter 13.09(2), that the land in the current and proposed subdivision of Odessa Ct. would be eligible for municipal water.

Motion made by Mae Nachman, seconded by Ray Schmidt concurred that their interpretation of the ordinance Chapter 13.09(2), is that all of the land in the Odessa Ct. subdivision in the Village of Park Ridge, current and proposed, would be eligible for municipal water.

Ayes all. Nays none. Motion carried.

8. **Discussion and possible action on the purchase of a vehicle to replace a totaled vehicle.**

Motion made by Ray Schmidt, seconded by Carl Rasmussen to approve the purchase of a vehicle to replace a totaled vehicle.

Ayes all. Nays none. Motion carried.

IV. SEWAGE TREATMENT OPERATIONS

9. **Report on Collection System Maintenance.**

Report for January was provided to the Commission.

10. **Report on sewage treatment operations.**

Chris stated all permit requirements were met for January. We produced 89% of our own electricity and 83% of our own heat using the biogas generator.

Last week we had a power surge on the biogas generator and they are working to see why this occurred and how to fix it.

B.O.D. (6 average ppm), Phosphorus (.527 average ppm) and Suspended Solid (6.01 average ppm) limits were met for the month of January 2018.

V. STORMWATER OPERATIONS

11. **Report on Stormwater operations.**

The stormwater operations report for January was reviewed by the commission.

VI. DIRECTOR'S REPORT

12. **Verbal & written Report.**

No report, verbal or written was given.

13. **Adjourn into closed session (approximately 12:40p.m.) pursuant to Wisconsin Statutes 19.85(1)(e) (deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session) on the following:**

A. Purchase of land for wellhead protection.

Motion made by Mach Nachman, seconded by Ray Schmidt to adjourn into closed session.

Roll Call: Ayes: Paul Adamski, Carl Rasmussen, Anna Haines, Ray Schmidt and Mae Nachman

Nays: None Motion carried.

14. **Reconvene into open session (approximately 1:00p.m.) for possible action on the above referenced closed session item.**

The Water & Sewerage Commission reconvened into open session at 1:11p.m.

No action was taken in closed session.

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

VII. ADJOURNMENT

Motion made by Mae Nachman to adjourn the meeting.
Ayes all. Nays none. Motion carried.

MEETING ADJOURNED
1:12 pm

BOARD OF WATER AND SEWERAGE COMMISSIONERS



CARL RASMUSSEN, SECRETARY