

City of Stevens Point
Board of Water and Sewerage Commissioners
Monday, May 14, 2018
12:00 P.M.

MINUTES

- PRESENT:** Paul Adamski, Mae Nachman, Ray Schmidt and Anna Haines
- ALSO PRESENT :** Joel Lemke, Mary Klesmith, Rob Molski, Eric Southworth, Jason Draheim and Jaime Zdroik
- EXCUSED ABSENCE:** Carl Rasmussen

| | Index | Page |
|------|---|-------------|
| I. | ADMINISTRATION | |
| | 1. Approval of minutes of the March 12, 2018 meeting. | 3 |
| II. | ACCOUNTING | |
| | 2. Discussion and possible action on approval of department claims. | 3-4 |
| | 3. Discussion and possible action on updated Capital Operations & Maintenance Plan due to the Isadore Street Reconstruction. | 4 |
| III. | WATER OPERATIONS | |
| | 4. Report on water distribution operations. | 4 |
| | 5. Report on water supply operations. | 5 |
| | 6. Discussion and possible action on allowing the Park Ridge property north of 4 Park Ridge Dr. (Airport Bar), to connect to municipal water. | 5 |
| | 7. Discussion and possible action on the purchase of 5 dehumidifier units. | 5 |
| | 8. Discussion and possible action on inspection services for the Water St. tower. | 6 |
| IV. | SEWAGE TREATMENT OPERATIONS | |
| | 9. Report on Collection System Maintenance. | 6 |
| | 10. Report on sewage treatment operations. | 6 |
| | 11. Discussion and possible action on the purchase of mixing pump replacement parts. | 6 |
| | 12. Discussion and possible action on the purchase of 3 new sludge storage mixers. | 7 |
| V. | STORMWATER OPERATIONS | |
| | 13. Report on storm water operations. | 7 |
| | 14. Discussion and possible action on water bill adjustments/credits in swale Reconstruction areas. | 7-8 |
| VI. | DIRECTOR'S REPORT | |
| | 15. Verbal report. | 8 |

ADMINISTRATION

1. **Approval of minutes of the March 12, 2018 meeting.**

Motion made by Mae Nachman, seconded by Ray Schmidt to approve the minutes of the March 12, 2018 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 March. The balance as of March 1, 2018 was \$5,825,280.03; the bank deposits recorded in March, 2018 were \$683,322.37. Checks issued March 2018 numbered 52014 through 52102 were in the amount of \$1,325,588.51. The net balance on hand March 31, 2018 was \$5,183,013.89.

Paul Adamski presented the statement of claims for the Water Utility for April. The balance as of April 1, 2018 was \$5,946,828.35; the bank deposits recorded in April, 2018 were \$1,302,978.30. Checks issued April 2018 numbered 52103 through 52181 were in the amount of \$936,000.56. The net balance on hand April 30, 2018 was \$6,313,806.09.

WASTEWATER DEPARTMENT

Paul Adamski also presented the statement of claims for the Sewage Treatment Utility for March. The balance as of March 1, 2018 was \$6,852,721.97; the bank deposits recorded in March 2018 were \$388,652.01. Checks issued March 2018 numbered 32970 through 33027 were in the amount of \$888,225.88. The net balance on hand March 31, 2018 was \$6,353,148.10.

Paul Adamski also presented the statement of claims for the Sewage Treatment Utility for April. The balance as of April 1, 2018 was \$6,920,357.35; the bank deposits recorded in April 2018 were \$574,003.36. Checks issued April 2018 numbered 33028 through 33088 were in the amount of \$7,196,313.10. The net balance on hand April 30, 2018 was \$7,196,313.10.

STORMWATER DEPARTMENT

Paul Adamski also presented the statement of claims for the Stormwater Utility for March. The balance as of March 1, 2018 was \$1,361,567.18. The bank

deposits recorded in March 2018 were \$97,487.98. Checks issued March 2018 numbered 2094 through 2116 were in the amount of \$91,253.77. The net balance on hand March 31, 2018 was \$1,367,801.39.

Paul Adamski also presented the statement of claims for the Stormwater Utility for April. The balance as of April 1, 2018 was \$1,416,482.03. The bank deposits recorded in April 2018 were \$181,749.34. Checks issued April 2018 numbered 2117 through 2143 were in the amount of \$62,928.62. The net balance on hand April 30, 2018 was \$1,535,302.75.

Motion made by Anna Haines seconded by Mae Nachman to approve the department claims for the months of March 2018 and April 2018 as audited and read.

Ayes all. Nays none. Motion carried.

3. **Discussion and possible action on Updated Capital Operations & Maintenance Plan due to the Isadore Street Reconstruction.**

Joel stated when the Isadore Street Reconstruction Project was originally let for bids they did not have any bidders. After contacting potential bidders, they found out the issue for not receiving bids was due to the project schedule as it pertained to the school year. So they changed the completion date and rebid the project, one bid was received. The project was awarded at a special Common Council meeting last Monday.

Joel wanted to inform the Commission that our estimates were considerably lower than project bid results.

III. WATER OPERATIONS

4. **Report on water distribution operations.**

Eric stated March was a typical month but with the snow storm in April that took up a lot of time with plowing etc.

The water operations report was distributed and reviewed for the months of March and April.

5. **Report on water supply operations.**

Eric stated pumpage was down in April, probably due to weather conditions.

Our pumpage in March was 148,770,000 gallons, an increase of 8,889,000 gallons of water from March 2017.

Our pumpage in April was 133,238,000 gallons, a decrease of 9,129,000 gallons of water from April 2017.

6. **Discussion and possible action on allowing the Park Ridge property north of 4 Park Ridge Dr. (Airport Bar), to connect to municipal water.**

Joel explained where the property is located that is requesting municipal water from the Water Department. Joel believes the properties listed in Chapter 13 of the RMC to be eligible for water includes this property because it was likely part of the lot which has the Airport Bar on it. The ordinance referenced the address of 4 Park Ridge Drive which is the Airport Bar. Additional language in the ordinance states: In addition, any other users, or any other area, for which the common council has authorized or in the future authorize service. No properties except those within the above described area shall be rendered water or water service.

Based on the ordinance language, Joel recommends approving the request.

Motion made by Ray Schmidt, seconded by Mae Nachman to approve allowing the Park Ridge property north of 4 Park Ridge Dr. to connect to municipal water.

Ayes all. Nays none. Motion carried.

7. **Discussion and possible action on the purchase of 5 dehumidifier units.**

It was brought to Eric's attention by the new Chief Operator that 5 of the 12 dehumidifier units have not been working. Eric explained the dehumidifier units run heavily from summer through fall removing as much moisture as possible, maintaining the integrity of the piping in the water treatment plants and our water treatment station at the Wellfield. Eric stated that after talking with the dealers, he was told due to age and the problems with the units, they recommend just replacing them.

Eric stated they are working on a maintenance program for equipment in order to be more proactive in the future.

Motion made by Ray Schmidt, seconded by Anna Haines to approve the purchase of 5 dehumidifier units in the amount of \$13,669.00.

Ayes all. Nays none. Motion carried.

8. **Discussion and possible action on inspection services for the Water St. tower.**

Eric explained that we had our DNR sanitary inspection for the water utility and it was brought to his attention that the Water Street tower is due for a dive inspection in 2018. Eric estimates the costs for the inspection to be between \$5,000 - \$8,000. This has to be done in order to be in compliance.

Motion made by Mae Nachman, seconded by Anna Haines to approve inspection services for the Water Street tower.

Ayes all. Nays none. Motion carried.

IV. SEWAGE TREATMENT OPERATIONS

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

Rob stated they hired a new employee Becky Danczyk. One more new employee will start the end of May then we will be full staffed.

Report for the months of March and April were provided to the Commission.

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

Joel stated all permit limits were met for the months of March and April. A bid opening for the biosolids project is today at 3:00pm.

B.O.D. (7 average ppm), Phosphorus (.605 average ppm) and Suspended Solid (10.06 average ppm) limits were met for the month of March 2018.

B.O.D. (5 average ppm), Phosphorus (.436 average ppm) and Suspended Solid (7.09 average ppm) limits were met for the month of April 2018.

11. **Discussion and possible action on the purchase of mixing pump replacement parts.**

Joel explained the mixing pump is corroded and needs to be replaced. The corrosion is caused by the low pH waste being pumped. The dealer recommends a stainless steel rebuild of the wet end of the mixing pump to help alleviate the corrosion issues and extend the life of the pump itself.

Motion made by Ray Schmidt, seconded by Anna Haines to approve the purchase of a mixing pump replacement in the amount of \$14,905.

Ayes all. Nays none. Motion carried.

12. **Discussion and possible action on the purchase of 3 new sludge storage mixers.**

During the spring land application process, our staff is required to thoroughly mix each storage tank before application can be started. They originally had 5 working mixers but this spring during the mixing effort 3 of them failed. Even though one of the storage tanks will be repurposed as a digester in the upcoming biosolids drying project, it will still require mixing from time to time and we still need the mixers for this system until our biosolids drying project is completed.

They are requesting the purchase of 3 new mixers from Wilo in the amount of \$63,179.00.

Joel explained they had no idea these would fail so they were not included in the Capital Improvements & Maintenance Plan.

The Commission would like to see a revised Capital Improvements & Maintenance Plan.

Motion made by Ray Schmidt, seconded by Mae Nachman to approve the purchase of the 3 new sludge storage mixers from Wilo in the amount of \$63,179.00.

Ayes all. Nays none. Motion carried.

V. STORMWATER OPERATIONS

13. Report on Stormwater operations.

Rob stated everything is going well.

Insituform will begin the 2018 Sanitary and Storm Sewer Lining Project on Monday, May 14th.

The stormwater operations report for March/April were reviewed by the commission.

14. Discussion and possible action on water bill adjustments/credits in swale reconstruction areas.

Joel explained we don't need to take action but wanted to bring this item up as a discussion point. This is in regards to the swale project that we planned to do this year east of Green Avenue. The project has been put on hold because the Streets Department could be doing some reconstruction in this area in the future so we would coordinate this project with theirs at that time.

There are complaints with construction and one of them that has come up is the watering that needs to be done to lawns that are torn up due to construction. Joel would like the Commission to think about whether they would allow credits to the water bill for Stormwater projects, swales.

This would be a one-time credit.

The Commission would like staff to come back with a recommendation on this.

Reminder there is a special meeting scheduled for 1:00pm on Wednesday, May 16th to award the biosolids project.

VI. DIRECTOR'S REPORT

15. Verbal Report.

Garage project is kicking off, Joel showed them sample of what the outside walls of the building will look like.

They are still working with PSC on the water rates.

Flushing starts tonight. A press release about flushing will be put out to website/media. Might have more dirty water calls due to change in the way they are flushing the system.

We are working on statutory language and creating an ordinance for the lead service replacement program.

The next Water & Sewerage Commission meeting will be on Monday, July 9, 2018 at noon.

VII. ADJOURNMENT

Motion made by Ray Schmidt to adjourn the meeting.

Ayes all. Nays none. Motion carried.

MEETING ADJOURNED

12:48 pm

BOARD OF WATER AND SEWERAGE COMMISSIONERS

PAUL ADAMSKI, PRESIDENT