

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

MINUTES

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

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

EXCUSED ABSENCE: Anna Haines

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ADMINISTRATION

1. Approval of minutes of the September 10, 2018 meeting.

Motion made by Ray Schmidt, seconded by Carl Rasmussen to approve the minutes of the September 10, 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 September. The balance as of September 1, 2018 was \$4,006,019.40; the bank deposits recorded in September, 2018 were \$594,541.46. Checks issued September 2018 numbered 52572 through 52629 were in the amount of \$1,149,232.98. The net balance on hand September 30, 2018 was \$3,451,327.88.

WASTEWATER DEPARTMENT

Paul Adamski presented the statement of claims for the Sewage Treatment Utility for September 1. The balance as of September 1, 2018 was \$6,766,378.53; the bank deposits recorded in September, 2018 were \$1,364,245.45. Checks issued September 2018 numbered 33328 through 33367 were in the amount of \$768,341.32. The net balance on hand September 30, 2018 was \$7,362,282.66.

STORMWATER DEPARTMENT

Paul Adamski also presented the statement of claims for the Stormwater Utility for September. The balance as of September 1, 2018 was \$1,460,480.17. The bank deposits recorded in September 2018 were \$146,715.66. Checks issued September 2018 numbered 2251 through 2266 were in the amount of \$85,684.72. The net balance on hand September 30, 2018 was \$1,521,511.11.

Motion made by Mae Nachman seconded by Ray Schmidt to approve the department claims for September 2018 as audited and read.

Ayes all. Nays none. Motion carried.

III. WATER OPERATIONS

3. Report on water distribution operations.

Eric stated the Isadore Street Project will be wrapped up next Friday. Eric also stated a representative from Focus on Energy will be here to do audits at the Wellfield and Well 4 to see where we can possibly save money.

End of construction will be October 26th.

The water operation report was distributed and reviewed for the month of September.

4. Report on water supply operations.

Eric stated pumpage is up in September.

Our pumpage in September was 181,556,000 gallons, an increase of 23,930,000 gallons of water from September 2017.

5. Discussion and possible action on VFD replacement for Well 11.

Joel explained this repair is necessary. The Commission asked if the VFD should be failing after 6 years. Joel explained the VFD is running continuously so failing at the time frame is not unusual.

Joel said they are still getting quotes and it looks like the VFD will cost approximately \$9,250 and \$1,500 to install.

Motion made by Carl Rasmussen, seconded by Mae Nachman to approve replacing the variable frequency drive (VFD) at Well 11.

Ayes all. Nays none. Motion carried.

6. Discussion and possible action on Reciprocal Water Agreements.

Revisions were made on the Reciprocal Water Agreement for the Village of Whiting. As recommended, the wording in Item 9 was revised to state that the party providing emergency water supply to the other should give as much notice as possible prior to discontinuation without jeopardizing the operation of the providing party. The original wording was the party supplying water gives the other 24 hours' notice prior to discontinuation.

The Village of Whiting also made comments stating the maintenance of the meter should be shared. We've never charged any maintenance in the past anyway so Joel is okay with this. The Village of Whiting would like auto-renewal language in this agreement as well and only act on this unless there is language that needs changing.

Joel stated he just incorporated the same language into the Village of Plover Reciprocal Water Agreement.

Motion made by Ray Schmidt, seconded by Carl Rasmussen to approve the Reciprocal Water Agreements for the Village of Whiting and the Village of Plover.

Ayes all. Nays none. Motion carried.

IV. SEWAGE TREATMENT OPERATIONS

7. Report on Collection System Maintenance.

A report for the month of September was provided to the Commission.

8. Report on sewage treatment operations.

Chris stated all permit levels were met for the month of September. The plant produced 50% of its own electricity and 84% of its own heat. They are currently hauling biosolids to farm fields. The biosolids construction project they are continuing building modifications to the two garages. They put in all conduits and will pour concrete floors on Thursday.

Our new DNR WPDES permit is in its final stages. It was supposed to be out October 1st but now maybe by the end of the year. The notable changes to it is that we will have 7-year compliance schedule to meet the new phosphorus limits. With our current construction situation, we requested a 9-year compliance schedule but we are not sure if the DNR will approve this extension.

The other change in the permit is they decreased our Mercury limit. We currently don't treat a lot of Mercury. So we will be doing a lot of sampling throughout the community to see where the Mercury is coming from so it can be addressed.

B.O.D. (4 average ppm), Phosphorus (.616 average ppm) and Suspended Solid (4.94 average ppm) limits were met for the month of September 2018.

V. STORMWATER/CAN OPERATIONS

9. **Report on Stormwater/CAN operations.**

Joel provided the Commission with an update on the Community Area Network (CAN). Mid State Technical College will be coming onto the City's network very soon. They would be the first ones on the City's network and the school district will likely be the second party if the referendum is passed.

The stormwater operations report for September was reviewed by the Commission.

VI. DIRECTOR'S REPORT

10. **Verbal Report.**

Joel stated both the work order and billing software upgrades are going well. The work order/capital asset software is now complete with the discovery phase and we had a kick-off meeting with Starnik for the new utility billing software.

Joel also showed the Commission where the 2019 reconstruction project will be done within the City in 2019. There is nearly one mile of infrastructure that will be replaced.

In previous months, there was conversation about the ordinance that needs to be in place in order to fund the lead service line project. Joel is still working on this and this will be brought back to the Commission.

The Water Garage project is going well and they will be paving this week.

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

VII. ADJOURNMENT

Motion made by Ray Schmidt to adjourn the meeting.

Ayes all. Nays none. Motion carried.

MEETING ADJOURNED
12:28 pm

BOARD OF WATER AND SEWERAGE COMMISSIONERS

A handwritten signature in black ink, appearing to read "Carl Rasmussen". The signature is written in a cursive, flowing style.

CARL RASMUSSEN, SECRETARY