

Board of Water and Sewage Commissioners
Monday, April 12th, 2010
12:00 P.M.

MINUTES

PRESENT: Paul Adamski, Eugene Tubbs, Jim Cooper, Mae Nachman and Carl Rasmussen.

ALSO PRESENT: Kim Halverson, Brenda Thomas, Gary Kuplic, Eric Niffenegger and Jaime Zdroik.

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I. **ADMINISTRATION**

1. **Approval of minutes of the March 8th, 2010 meeting.**

Motion made by Eugene Tubbs, seconded by Carl Rasmussen to approve the minutes of the March 8th, 2010 Water & Sewage Commission meeting with "seconded by Eugene Tubbs" added to the motion on Page 5.

Ayes all. Nays none. Motion carried.

II. **ACCOUNTING**

2. **Consideration of claims for the Water and Sewage Treatment Utilities.**

Paul Adamski presented the statement of claims for the Water Utility for March. The balance as of March 1st, 2010 was \$1,225,011.79; the bank deposits recorded in March 2010 were \$1,327,827.44. Checks issued since the March 8th, 2010 meeting numbered 43881 through 43939 were in the amount of \$490,946.31. Checks numbered 43940 through 43968 for \$154,116.94 were presented for action on April 12th, 2010. The net balance on hand April 12th, 2010 was \$1,907,775.98.

Motion made by Mae Nachman, seconded by Jim Cooper to approve the Water Utility claims for the month of March 2010 as audited and read.

Ayes all. Nays none. Motion carried.

Paul Adamski also presented the statement of claims for the Sewage Treatment Utility for March. The balance as of March 1st, 2010 was \$2,674,504.82; the bank deposits recorded in March 2010 were \$5,005,896.67. Checks issued since the March 8th, 2010 meeting numbered 27429 through 27474 were in the amount of \$3,313,435.50. Checks numbered 27475 through 27505 for \$92,747.37 were presented for action on April 12th, 2010. The net balance on hand April 12th, 2010 was \$4,274,218.62.

Motion made by Eugene Tubbs, seconded by Carl Rasmussen to approve the Sewage Utility claims for the month of March 2010 as audited and read.

Ayes all. Nays none. Motion carried.

3. **Discussion and action on sewer lining project bids.**

Kim explained that a contract was put together to line sections of sewer mains in the City that were in the worst condition and where there are no street repairs scheduled in the next couple of years.

Terra Engineering came in as low bid.

Kim stated there are actual holes in some of these mains and there is a potential for cave-ins. Lining the mains would extend the life of the main at least another ten years or more.

Motion made by Jim Cooper, seconded by Carl Rasmussen to accept the bid from Terra Engineering with the alternate to be within 10% of \$302,353.80.

Ayes all. Nays none. Motion carried.

4. **Discussion and action on quotes for fences and gates for the Water and Wastewater Departments.**

Kim explained we need to move the existing fence because the filling station will be out of the garage. The filling station needs to be accessible on a 24 hour basis and there needs to be an area for semis to turn around in. This would also ensure the rest of the site is not accessible.

Kim and Eric explained the fence for the Wastewater Department is so the septage haulers do not have access to the rest of the plant. Each hauler would receive a security code to get in and we would be able to track who comes and goes. The haulers would be able to drive up to the grit pad and we will not have to have staff oversee them.

Motion made by Mae Nachman, seconded by Eugene Tubbs to approve the low quotes from Security Fence in the amounts of \$2,129 for the Water Department and \$11,887.00 for the Wastewater Department.

Ayes all. Nays none. Motion carried.

5. **Discussion and action on asphalt pricing for filling station project.**

Due to the quote being over \$25,000 this item will have to be bid out. Kim is recommending the Commission approve a motion that the price of the asphalt for the filling station not exceed \$30,000.00. Kim will then ask the City Engineering Department to include this in their bid from American Asphalt.

Motion made by Eugene Tubbs, seconded by Jim Cooper to approve the asphalt pricing for the filling station project to not exceed \$30,000.00.

Ayes all. Nays none. Motion carried.

III. **WATER OPERATIONS**

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

Kim stated work on Lift Station 1 continues and will be completed soon.

The water operations report was distributed and reviewed.

A total of 126 valves have been operated in 2010.

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

Our pumpage in March was 155,194,000 gallons, a decrease of 4,986,000 gallons of water from March 2009.

8. **Report on Well 11.**

Kim stated the caisson is all in. It goes down approximately 117 feet. A plug was placed in the bottom. Once it is cured, divers will go down and check everything. At that time, water will be pumped out and they will start drilling the laterals.

Pat Planton is working on the final design for the treatment plant and mains. The application for that portion has to be into the State for the Safe Drinking Water Loan by the end of April.

We should receive final design or 75-90% design by the end of the week.

IV. **SEWAGE TREATMENT OPERATIONS**

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

Kim stated the crew has been working on televising the sewer mains.

The sewer report for the month of March was reviewed by the Commission.

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

The plant is running well.

B.O.D. (4.86 ppm), Phosphorus (0.953 ppm) and Suspended Solid (5.88 ppm) limits were met for the month of March 2010.

The next Water & Sewage Commission meeting will be on Monday, May 10th, 2010 at noon.

V. **ADJOURNMENT**

Motion made by Mae Nachman to adjourn the meeting.

Ayes all. Nays none. Motion carried.

MEETING ADJOURNED

12:30pm

BOARD OF WATER AND SEWAGE COMMISSIONERS

EUGENE TUBBS, SECRETARY