

Board of Water and Sewage Commissioners
Monday, November 8th, 2010
12:00 P.M.

MINUTES

PRESENT: Eugene Tubbs, Jim Cooper, and Carl Rasmussen.

ALSO PRESENT: Kim Halverson, Brenda Thomas, Eric Niffenegger, Rob Molski, Gary Kuplic, Jaime Zdroik, Pat Planton of S.E.H. and Erik Carlson of Ellis Stone.

EXCUSED ABSENCE: Paul Adamski and Mae Nachman

	<u>Index</u>	<u>Page</u>
I.	<u>ADMINISTRATION</u>	
1.	Approval of minutes of the October 11 th , 2010 meeting.	2
II.	<u>ACCOUNTING</u>	
2.	Consideration of claims for the Water and Sewage Treatment 2 Utilities.	
3.	Discussion and action on Baker Tilly quote for audit and Accounting services for 2011.	3
4.	Discussion and action on leasing a new Vac Truck for the Collection System.	3-4
5.	Discussion and action on Well 11-Contracts A & B for Water Treatment Plant and Transmission Main.	4
III.	<u>WATER OPERATIONS</u>	
6.	Report on water distribution operations.	5
7.	Report on water supply operations.	5
IV.	<u>SEWAGE TREATMENT OPERATIONS</u>	
8.	Report on Collection System Maintenance.	5
9.	Report on sewage treatment operations.	
5		

I. ADMINISTRATION

1. Approval of minutes of the October 11th, 2010 meeting.

Motion made by Carl Rasmussen, seconded by Jim Cooper to approve the minutes of the October 11th, 2010 Water & Sewage Commission meeting.

Ayes all. Nays none. Motion carried.

II. ACCOUNTING

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

Eugene Tubbs presented the statement of claims for the Water Utility for October. The balance as of October 1st, 2010 was \$1,820,500.14; the bank deposits recorded in October 2010 were \$1,607,946.97. Checks issued since the October 11th, 2010 meeting numbered 44408 through 44467 were in the amount of \$930,260.06. Checks numbered 44468 through 44491 for \$65,912.53 were presented for action on November 8th, 2010. The net balance on hand November 8th, 2010 was \$2,644,021.90.

Motion made by Jim Cooper, seconded by Carl Rasmussen to approve the Water Utility claims for the month of October 2010 as audited and read.

Ayes all. Nays none. Motion carried.

Eugene Tubbs also presented the statement of claims for the Sewage Treatment Utility for October. The balance as of October 1st, 2010 was \$4,929,460.85; the bank deposits recorded in October 2010 were \$610,334.64. Checks issued since the October 11th, 2010 meeting numbered 27831 through 27867 were in the amount of \$371,666.93. Checks numbered 27868 through 27884 for \$102,453.78 were presented for action on November 8th, 2010. The net balance on hand November 8th, 2010 was \$5,200,340.92.

Motion made by Carl Rasmussen, seconded by Jim Cooper to approve the Sewage Utility claims for the month of October 2010 as audited and read.

Ayes all. Nays none. Motion carried.

3. **Discussion and action on Baker Tilly quote for audit and accounting services for 2011.**

Kim stated we have used Baker Tilly for years and had a long term contract at one point. Kim asked them for a new contract.

Motion made by Jim Cooper, seconded by Carl Rasmussen to approve the quote from Baker Tilly in the amount of \$12,200.00 for audit and accounting services for 2011.

Ayes all. Nays none. Motion carried.

4. **Discussion and action on leasing a new Vac Truck for the Collection System.**

Kim explained they thought the Vac Truck would need to be replaced soon. It's going to be 11 years old. Kim stated when we acquired the Collection System equipment she had Brenda put money away per month for equipment replacement. We do not have enough money currently to buy a new Vac Truck out right but they have a lease program with low interest rate of 2.8%. The seven year Lease/Purchase with payments in advance and an interest rate of 2.8%. There would be seven equal annual payments of \$53,448.74, with the first payment due on delivery of a new unit and the remaining six payments due at one year intervals and a \$1.00 buyout and no pre-payment penalty. Kim said the \$53,448.74 would come out of money that has been set aside for equipment replacement and once there is enough to pay the remaining balance in full we would do that as long as we are sure there is no pre-payment penalty.

The old Vac Truck would be given back to the City and we would get their pull behind unit. The pull behind unit could be used by the Water Department to clean out manholes.

Once the truck is ordered it would take five to six months to receive.

Rob stated the suction capabilities are 50 to 75% more than what we have currently, which would help clean out the large diameter pipes and it will also increase the capacity. They looked at two companies. The other company's interest rate is 3% and the equipment is not as good.

Motion made by Carl Rasmussen, seconded by Jim Cooper to approve the 7 year Lease/Purchase of a new 2011 Vactor Model 2112P-824-16 Combination Jet/Vac

Sewer Cleaner with an interest rate of 2.8% with seven equal annual payments of \$53,448.74, with the first payment due on delivery of new unit and a \$1.00 buyout with no pre-payment penalty for a total selling price of \$344,920.00.

Ayes all. Nays none. Motion carried.

5. **Discussion and action on Well 11 – Contracts A & B for Water Treatment Plant and Transmission Main.**

Pat Planton of S.E.H. explained to the Commission there were five bids received for Contract A – Water Treatment Plant for Well 11. The apparent low bidder was Ellis Stone in the amount of \$9,522,000.00. S.E.H. originally estimated the Water Treatment Plant to be approximately \$11,900,000.00. The low bid came in at 20% lower than estimate. S.E.H. recommends awarding Contract A to Ellis Stone.

Pat Planton also explained to the Commission Contract B – Transmission Main. The transmission main would connect the water treatment plant site to the existing distribution system. Seven bids were received for Contract B – Transmission Main. The apparent low bidder was Advance Construction, Inc. out of Green Bay in the amount of \$417,824.30. S.E.H. estimated this part of the project at \$750,000.00. S.E.H. recommends awarding Contract B to Advance Construction.

A draft copy of the Safe Drinking Water Loan Program State Fiscal Year 2011 Funding List was provided to the Commission. Stevens Point will not be eligible for grant funds but will be eligible for low interest loan. Bond rates are higher than the low interest loan saving the Water Department 2.6 million dollars over 20 years. If bids come in low for the rest of utilities we still might be eligible for grant dollars. The State will redraft the list once the projects have all been bid.

Erik Carlson from Ellis Stone stated they have analyzed the schedule and feel the overall time frame is more than adequate but no start date has been determined.

Motion made by Carl Rasmussen, seconded by Jim Cooper approving the apparent low bidders for both Contract A and Contract B as follows; Contract A – Well 11 Water Treatment Plant to Ellis Stone Construction in the amount of \$9,522,000.00 and Contract B – Well 11 Transmission Main Project to Advance Construction, Inc. in the amount of \$417,824.30.

Ayes all. Nays none. Motion carried.

III. WATER OPERATIONS

6. Report on water distribution operations.

The water operations report was distributed and reviewed.

A total of 530 valves have been operated in 2010.

7. Report on water supply operations.

Kim stated construction is complete in Whitetail Subdivision.

Rob stated they are now working in Tif 8 by the old Woodward Governor property. Approximately 400 to 500' of sewer has been installed. Kim said this will be the first connection to the new 24" sewer main.

Our pumpage in October was 157,764,000 gallons, an increase of 11,837,000 gallons of water from October 2009.

IV. SEWAGE TREATMENT OPERATIONS

8. Report on Collection System Maintenance.

Rob stated they are now working on televising; most of the cutting and jetting has been done.

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

9. Report on sewage treatment operations.

Eric stated the plant is running well.

B.O.D. (4.69ppm), Phosphorus (1.05 ppm) and Suspended Solid (4.96 ppm) limits were met for the month of October 2010.

The next Water & Sewage Commission meeting will be on Monday, December 13th, 2010 at noon.

VI. ADJOURNMENT

Motion made by Jim Cooper to adjourn the meeting.

Ayes all. Nays none. Motion carried.

MEETING ADJOURNED

12:38pm

BOARD OF WATER AND SEWAGE COMMISSIONERS

EUGENE TUBBS, SECRETARY