

**Board of Water and Sewage Commissioners**  
**Monday, January 11<sup>th</sup>, 2010**  
**12:00 P.M.**

**MINUTES**

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

**ALSO PRESENT:** Kim Halverson, Rob Molski, Gary Kuplic, Eric Niffenegger, Jaime Zdroik, and Angel Gebeau of AECOM.

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## I. ADMINISTRATION

### 1. Approval of minutes of the December 14th, 2009 meeting.

Motion made by Eugene Tubbs, seconded by Carl Rasmussen to approve the minutes of the December 14<sup>th</sup>, 2009 Water & Sewage Commission meeting.

Ayes all. Nays none. Motion carried.

### 2. Election of officers.

Motion made by Mae Nachman, seconded by Jim Cooper to retain the current officers Paul Adamski, President and Eugene Tubbs, Secretary.

Ayes all. Nays none. Motion carried.

## II. ACCOUNTING

### 3. Consideration of claims for the Water and Sewage Treatment Utilities.

Paul Adamski presented the statement of claims for the Water Utility for December. The balance as of December 1st, 2009 was \$1,450,911.92; the bank deposits recorded in December 2009 were \$1,029,708.42. Checks issued since the December 14th, 2009 meeting numbered 43663 through 43724 were in the amount of \$830,042.58. Checks numbered 43725 through 43736 for \$28,278.39 were presented for action on January 11th, 2010. The net balance on hand January 11th, 2010 was \$1,622,299.37.

Motion made by Jim Cooper, seconded by Mae Nachman to approve the Water Utility claims for the month of December 2009 as audited and read.

Ayes all. Nays none. Motion carried.

Paul Adamski also presented the statement of claims for the Sewage Treatment Utility for December. The balance as of December 1st, 2009 was \$1,826,135.76; the bank deposits recorded in December 2009 were \$445,995.20. Checks issued since the December 14th, 2009 meeting numbered 27271 through 27311 were in the amount of \$429,870.27. Checks numbered 27312 through 27318 for \$17,869.42 were presented for action on January 11<sup>th</sup>, 2010. The net balance on hand January 11<sup>th</sup>, 2010 was \$1,824,391.27.

Motion made by Eugene Tubbs, seconded by Carl Rasmussen to approve the Sewage Utility claims for the month of December 2009 as audited and read.

Ayes all. Nays none. Motion carried.

Kim informed the Commission that at the Finance Committee Meeting they will be approving borrowing 3.8 million to pay for projects for the Wastewater Department that are not related to or applied for through Clean Water Fund Act.

4. **Discussion and action on annual schedule of charges.**

Kim stated the only changed was the cost to replace a frozen  $\frac{3}{4}$  inch meter it went from \$79.16 to \$83.95.

Motion made by Carl Rasmussen, seconded by Jim Cooper to approve the Schedule of Charges for 2010.

Ayes all. Nays none. Motion carried.

III. **WATER OPERATIONS**

5. **Report on water distribution operations.**

Gary Kuplic stated the inventory of parts has been completed. The crew is still working on hydrants, greasing, checking for freeze ups, etc.

The water operations report was distributed and reviewed.

A total of 510 valves have been operated in 2009.

Kim said the 24" mains are in and the only thing left is some landscaping that will need to be completed in spring on the S.J. Louis main project on Patch/Industrial Park Road Project. The lift station projects are moving along. The new lift station is almost complete. Lift station two should have been done already but they were having trouble with the delivery of parts.

Kim stated because Ellis Stone did not meet their milestone we could have charged them \$1,000 a day, instead we have opted to have Ellis Stone be responsible for any problems with equipment backups or problems with the old lift station.

Kim also stated there is a problem with the lining project due to couplings not holding when they did the pressure test. A meeting is being held tomorrow regarding the issue.

6. **Report on water supply operations.**

Our pumpage in December was 141,911,000 gallons, a decrease of 16,005,000 gallons of water from December 2008.

IV. **SEWAGE TREATMENT OPERATIONS**

7. **Report on Collection System Maintenance.**

Rob stated they were having problems with the televising equipment and they found and repaired a short in the wire and the crew has accomplished more work than last year.

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

Kim stated the D.N.R. got a grant from the E.P.A. to create a brochure explaining (CMOM) Capacity Management and Operation & Maintenance annual requirements from the D.N.R. Some of our employees are shown in the brochure. This brochure will be given to every wastewater utility in the state.

8. **Report on sewage treatment operations.**

Eric stated the plant is running well.

B.O.D. (3.11 ppm), Phosphorus (0.778 ppm) and Suspended Solid (3.67 ppm) limits were met for the month of December 2009.

*The next Water & Sewage Commission meeting will be on Monday, February 8<sup>th</sup>, 2010 at noon.*

V. **ADJOURNMENT**

Motion made by Mae Nachman to adjourn the meeting.

Ayes all. Nays none. Motion carried.

MEETING ADJOURNED

12:17pm

BOARD OF WATER AND SEWAGE COMMISSIONERS

EUGENE TUBBS, SECRETARY