

City of Stevens Point Meeting Minutes

Board of Water and Sewage Commissioners

Monday, January 12, 2009, 12:00 p.m. PRESENT: Paul Adamski, Eugene Tubbs, Jim Cooper, Mae Nachman and Carl Rasmussen.

ALSO PRESENT: Mayor Halverson, Kim Halverson, Brenda Thomas, Joel Lemke, Rob Molski, Eric Niffenegger, Jaime Zdroik, and Angel Gebeau of Earth Tech/AE COM.

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I. ADMINISTRATION

1. Approval of minutes of the December 8, 2008 meeting.
2. Election of Commission Officers.

II. ACCOUNTING

3. Discussion and action on claims for the Water and Sewage Departments.
4. Discussion and action on Schedule of Charges for 2009.

III. WATER OPERATIONS

5. Report on water distribution operations.
6. Report on water supply operations.
7. Discussion and action on hiring Hydro Design to complete required non-residential cross connection inspections.
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10. Report on sewage treatment operations.

V. ADJOURNMENT

I. ADMINISTRATION

1. Approval of minutes of the December 8, 2008 meeting.

Motion made by Carl Rasmussen, seconded by Eugene Tubbs to approve the minutes of the December 8, 2008 Water & Sewage Commission meeting.

Ayes all. Nays none. Motion carried.

2. Election of Commission Officers.

Motion made by Jim Cooper, seconded by Mae Nachman 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, 2008 was \$1,842,004.33; the bank deposits recorded in December 2008 were \$1,226,755.72. Checks issued since the December 8th, 2008 meeting numbered 42732 through 42812 were in the amount of \$1,270,156.45. Checks numbered 42813 through 42821 for \$29,514.01 were presented for action on January 12th, 2009. The net balance on hand January 12th, 2009 was \$1,769,089.59.

Motion made by Mae Nachman, seconded by Jim Cooper to approve the water utility claims for the month of December 2008 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, 2008 was \$1,934,528.06; the bank deposits recorded in December 2008 were \$221,499.34. Checks issued since the December 8th, 2008 meeting numbered 26574 through 26634 were in the amount of \$496,474.62. Checks numbered 26635 through 26644 for \$29,320.91 were presented for action on January 12th, 2009. The net balance on hand January 12th, 2009 was \$1,630,231.87.

Motion made by Eugene Tubbs, seconded by Mae Nachman to approve the sewage utility claims for the month of December 2008 as audited and read.

Ayes all. Nays none. Motion carried.

4. Discussion and action on Schedule of Charges for 2009.

Kim explained this item is brought back annually. The charges are based on the number of water services installed. There were only three services installed last year.

Kim requested no changes be made to the Schedule of Charges for 2009.

Motion made by Eugene Tubbs, seconded by Mae Nachman to approve the Schedule of Charges for 2009.

Ayes all. Nays none. Motion carried.

III. WATER OPERATIONS

5. Report on water distribution operations.

The report was distributed.

A total of 720 valves were operated in 2008.

6. Report on water supply operations.

Our pumpage in December was 157,916,000 gallons, a decrease of 4,743,000 gallons of water from December 2007.

7. Discussion and action on hiring Hydro Design to complete required non-residential cross connection inspections.

Joel explained the proposal from Hydro Designs. Their proposal would cover cross connection inspections for all commercial, industrial and public facilities as addressed in the Wisconsin Administrative Code NR 811.09. The WI Administrative Code NR 811.09 states the supplier of water for every municipal water system shall develop and implement a comprehensive control program for the elimination of all existing cross connections and prevention of all future cross connections. A record of the cross connection control program shall be kept current and available for annual review by the department.

Our servicemen have had training for cross connections and will inspect the residential properties when exchanging water meters.

Kim explained to the Commissioners that the D.N.R. has been asking us to establish a cross connection program for a few years now and we have been doing just enough to get by. Other municipalities have already received compliance letters from the D.N.R. regarding this matter. The D.N.R. has given them two years to complete their cross connection program.

There is a time-frame issue for us as well with the D.N.R. Last year the D.N.R. asked if we would have a program in place for 2009. We said we would.

The Commissioners questioned if our staff could do all the cross connection inspections to avoid having the cost of hiring another firm to do it and also if there is a local company that could do this. Joel explained that we don't have enough staff to handle doing all of the cross connection inspections in the City so we would have to hire more personnel. Our personnel would not have the expertise to do the inspections of the commercial, industrial, and public facilities where the plumbing is more complex. There are no local companies that have the capacity to do this.

Motion made by Mae Nachman, seconded by Jim Cooper to approve the three year proposal from Hydro Designs in the amount of \$57,372.00 annually with the understanding the Commission would like updates on a regular basis and revisit this discussion at the end of the three year contract period.

Ayes all. Nays none. Motion carried.

8. Discussion and action on purchasing anti-siphon hose bibb connections for residential cross connection program.

Kim explained if the only thing found wrong in the home during the cross connection inspection is that they don't have anti-siphon hose bibb connections we would provide them up to three per residence. The quote from Hydro Design is \$3.25 per unit, \$9.75 per home. Quotes from local companies have to be obtained yet.

Joel explained this would only be done if there is no other corrective action needed. This would eliminate the cost of our personnel having to revisit the property which is more expensive than providing the hose bibb connections.

Motion made by Eugene Tubbs, seconded by Carl Rasmussen to approve purchasing anti-siphon hose bibb connections for the residential cross connection program.

Ayes all. Nays none. Motion carried.

IV. SEWAGE TREATMENT OPERATIONS

9. Report on Collection System Maintenance.

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

A report showing the yearly sewer maintenance totals for flushing, cutting, jetting and televising 2007 verses 2008 was included in the packet. The numbers showed a lot of progress and Rob complemented his staff on doing such a good job.

10. Report on sewage treatment operations.

Eric stated the plant is running well.

B.O.D. (4.82 ppm), Phosphorus (0.832 ppm) and Suspended Solid (4.35 ppm) limits were met for the month of December 2008.

The next Water & Sewage Commission meeting will be February 9th, 2009 at noon.

V. ADJOURNMENT

Motion made by Eugene Tubbs to adjourn the meeting.

Ayes all. Nays none. Motion carried.

MEETING ADJOURNED

1:01 p.m.

BOARD OF WATER AND SEWAGE COMMISSIONERS
EUGENE TUBBS, SECRETARY

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