

City of Stevens Point Meeting Minutes

Board of Water and Sewage Commissioners

Monday, April 13, 2009, 12:00 p.m. PRESENT: Paul Adamski, Eugene Tubbs, Jim Cooper, Mae Nachman and Carl Rasmussen.

ALSO PRESENT: Kim Halverson, Rob Molski, Eric Niffenegger, Jaime Zdroik, Angel Gebeau of Earth Tech/AE COM and Scott Beduhn of S.E.H. Inc.

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I. ADMINISTRATION

1. Approval of minutes of the March 9, 2009 meeting.

II. ACCOUNTING

2. Discussion and action on claims for the Water and Sewage Departments.

3. Discussion and action on hiring S.E.H. to complete a Community Development Block Grant Public Facilities grant application for Well 11 and if received provide grant administration and archeological review.

4. Discussion and action on five year contract for leak detection from Westrum Leak Detection.

III. WATER OPERATIONS

5. Report on water distribution operations.

6. Report on water supply operations.

7. Report on upcoming construction projects and informational meeting.

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8. Report on Collection System Maintenance.

9. Report on sewage treatment operations.

V. ADJOURNMENT

I. ADMINISTRATION

1. Approval of minutes of the March 9, 2009 meeting.

Motion made by Eugene Tubbs, seconded by Mae Nachman to approve the minutes of the March 9th, 2009 Water & Sewage Commission meeting.

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, 2009 was \$1,607,436.22; the bank deposits recorded in March 2009 were \$518,276.64. Checks issued since the March 9th, 2009 meeting numbered 42960 through 43019 were in the amount of \$443,161.62. Checks numbered 43020 through 43040 for \$115,866.30 were presented for action on April 13th, 2009. The net balance on hand April 13th, 2009 was \$1,566,684.94.

Motion made by Jim Cooper, seconded by Carl Rasmussen to approve the water utility claims for the month of March 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 March. The balance as of March 1st, 2009 was \$1,765,462.12; the bank deposits recorded in March 2009 were \$217,965.60. Checks issued since the March 9th, 2009 meeting numbered 26762 through 26804 were in the amount of \$121,384.45. Checks numbered 26805 through 26814 for \$14,517.77 were presented for action on April 13th, 2009. The net balance on hand April 13th, 2009 was \$1,847,525.50.

Motion made by Mae Nachman, seconded by Eugene Tubbs to approve the sewage utility claims for the month of March 2009 as audited and read.

Ayes all. Nays none. Motion carried.

3. Discussion and action on hiring S.E.H. to complete a Community Development Block Grant Public Facilities grant application for Well 11 and if received provide grant administration and archeological review.

Kim explained that she and Joel attended a funding seminar at the Rural Water Conference and learned a lot about stimulus/grant monies that might be available like the Community Development Block Grant for Public Facilities. There is a chance we could get up to \$750,000.00 which would be used for the Well 11 project.

Motion made by Mae Nachman, seconded by Jim Cooper to approve hiring S.E.H. to complete a Community Development Block Grant Public Facilities grant application for Well 11 to the Wisconsin Department of Commerce in the amount of \$6,000 for Phase I. If the grant is received, Phase II would provide grant administration services in accordance with the requirements of the Department of Commerce in the amount of \$15,000. If an archeological review is needed there would be additional charges for historical/and or archeological services.

Ayes all. Nays none. Motion carried.

4. Discussion and action on five year contract for leak detection from Westrum Leak Detection.

Kim explained Westrum Leak Detection's proposal amount didn't increase at all from the previous contract we had with them. Kim stated she received a proposal from another company and the amount was approximately \$15,000 to \$16,000 dollars per year and Westrum's proposal is for \$5,500 each year for five years. Westrum's amount is probably lower because he is so familiar with this area from past work here.

Motion made by Eugene Tubbs, seconded by Carl Rasmussen to approve a five year contract for leak detection from Westrum Leak Detection in the amount of \$5,500 each year for 2010 through 2014.

Ayes all. Nays none. Motion carried.

III. WATER OPERATIONS

5. Report on water distribution operations.

The report was distributed.

A total of 56 valves were operated in 2009.

6. Report on water supply operations.

Our pumpage in March was 160,180,000 gallons, a decrease of 13,029,000 gallons of water from March 2008.

The 2008 power bill amount was corrected.

7. Report on upcoming construction projects and informational meeting.

An informational meeting for all properties potentially affected by our 2009 sewer project on Industrial Park Road going East to Hoover North to Joerns Drive and through the Business Park will be held on Wednesday April 15th, 2009 from 3:00 p.m. to 6:00 p.m. at the Business Council.

Kim explained that engineers from Donohue will be at the meeting. They are doing this to inform people of road closures and driveway issues that will be occurring during this project. A project time table was provided to the Commissioners.

Kim also explained that we did receive the Focus on Energy Grant in the amount of \$10,000 for the Biosolids Facilities Plan being completed by Strand. The original cost of the project was \$25,000.00 so the grant will reduce it to \$15,000.00.

Bids were opened for the Fourth Avenue Construction Project last week. Low bid was \$1,346,159.20, of that amount approximately \$610,000 is the Water and Wastewater Departments cost.

Well 11 will be bid in June or July depending on whether or not we would receive the Community Development Block Grant for Public Facilities.

Kim is still trying to get a Clean Water Loan from the D.N.R. for the lift station and lining projects. They originally determined we were not eligible but Kim has explained why it should be and they are reviewing it. If we don't get this loan then we will have to get higher interest revenue bonds to cover this cost.

IV. SEWAGE TREATMENT OPERATIONS

8. Report on Collection System Maintenance.

Rob stated everything is going well.

Rob explained they finished up on flushing and now will be focusing on root cutting and some televising.

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

9. Report on sewage treatment operations.

Eric stated the plant is running well.

B.O.D. (3.61 ppm), Phosphorus (0.573 ppm) and Suspended Solid (5.07 ppm) limits were met for the month of March 2009.

The next Water & Sewage Commission meeting will be May 11th, 2009 at noon.

V. ADJOURNMENT

Motion made by Mae Nachman to adjourn the meeting.

Ayes all. Nays none. Motion carried.

MEETING ADJOURNED

12:24 p.m.

BOARD OF WATER AND SEWAGE COMMISSIONERS
EUGENE TUBBS, SECRETARY

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