

City of Stevens Point Meeting Minutes

Board of Water and Sewage Commissioners

Monday, June 8, 2009, 12:00 p.m. PRESENT: Paul Adamski, Eugene Tubbs, Jim Cooper, Mae Nachman and Carl Rasmussen.

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

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II. ACCOUNTING

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3. Report on Focus on Energy Rebates for the Collection System Garage.

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14. Report on sewage treatment operations.

V. ADJOURNMENT

I. ADMINISTRATION

1. Approval of minutes of the May 11, 2009 meeting.

Motion made by Eugene Tubbs, seconded by Carl Rasmussen to approve the minutes of the May 11th, 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 May. The balance as of May 1st, 2009 was \$1,634,969.80; the bank deposits recorded in May 2009 were \$332,412.97. Checks issued since the May 11th, 2009 meeting numbered 43116 through 43162 were in the amount of \$310,787.35. Checks numbered 43163 through 43190 for \$92,687.86 were presented for action on June 8th, 2009. The net balance on hand June 8th, 2009 was \$1,563,907.56.

Motion made by Mae Nachman, seconded by Jim Cooper to approve the water utility claims for the month of May 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 May. The balance as of May 1st, 2009 was \$1,091,712.34; the bank deposits recorded in May 2009 were \$171,025.52. Checks issued since the May 11th, 2009 meeting numbered 26867 through 26897 were in the amount of \$94,216.11. Checks numbered 26898 through 26922 for \$156,900.83 were presented for action on June 8th, 2009. The net balance on hand June 8th, 2009 was \$1,011,620.92.

Motion made by Carl Rasmussen, seconded by Eugene Tubbs to approve the sewage utility claims for the month of May 2009 as audited and read.

Ayes all. Nays none. Motion carried.

3. Report on Focus on Energy Rebates for the Collection System Garage.

Kim had Brenda compile a summary of the Focus on Energy Rebates received for the Collection System Garage. The rebates totaled \$8,213.00.

4. Discussion and action on sanitary sewer manhole repairs.

Kim stated we repaired about the same number of manholes last year but since this is a substantial amount she felt it should be brought to the Commission.

Rob explained since they started using concealed manhole covers the mortar in between the brick manholes deteriorates due to hydrogen sulfide H<sub>2</sub>S gas. Rob explained the contractor pours a new 3" manhole inside the existing manhole using forms filled with concrete. This process is less expensive than having to dig up the street and replace the entire manhole.

Rob said 60 to 70% of the sewer manholes in the City are brick. There are approximately 2,600 sewer manholes.

Motion made by Jim Cooper, seconded by Mae Nachman to approve the quote received by Infrastructure Technologies Inc. in the amount of \$24,450 to repair the sanitary sewer manholes.

Ayes all. Nays none. Motion carried.

### III. WATER OPERATIONS

#### 5. Report on water distribution operations.

Kim stated the Fourth Avenue project is starting June 15th. Underground contracts were signed for the sewer project on Industrial Park Road. A preconstruction meeting for the sewer and lift station projects is tomorrow.

Joel reported on the meter reading change outs stating we read about 1/3 of the accounts by radio in May. The project is moving along.

The Community Development Block Grant application has been approved by the City Council. The application will be sent in later this week or early next week.

The water operations report was distributed and reviewed.

A total of 156 valves have been operated in 2009.

#### 6. Report on water supply operations.

Kim stated there was a slight increase in pumpage in May.

Our pumpage in May was 188,605,000 gallons, an increase of 6,714,000 gallons of water from May 2008.

#### 7. Report on 2009 D.N.R. Survey Report.

Kim and Eric took Glenn Falkowski of the D.N.R. to all the Water Department facilities while he completed his extensive survey.

Kim stated they found two minor deficiencies; a hole in a screen on the outside of the treatment building in the well field and a well pipe vent at Well 4 was missing a u-bend.

Kim asked Eric to have Pete replace the screens on all the piping to stainless steel or bronze.

The D.N.R. recommends the City continue to pursue increasing their source capacity to reduce the reliance on the around the clock pumping of Well 10.

The D.N.R. also stated the City has done a tremendous job of operating and maintaining this water system.

#### 8. Report on leak detection survey.

The amount of leaks being found by Westrum Leak Detection is decreasing every year. Joel stated the leaks Westrum is finding are on older services and far fewer water main issues. Kim stated there were only five hydrants found leaking and this was done after we did the hydrant flushing City-wide. Joel stated the crew was aggressive on hydrant repair and maintenance this last winter.

#### 9. Report on Cross Connection Control Program.

Joel stated we had a kick-off meeting with Hydro Designs last week. They will start inspecting the Public buildings the 3rd week in July, then they will do the commercial and industrial buildings.

The Water Department will start to do residential surveys as well.

#### 10. Discussion and action on installation of glass barrier in reception area.

Kim stated that several years ago the Police Department completed a security survey of the building. They recommended a glass barrier in the reception area but at that time staff didn't feel it was necessary and felt it might feel confining but now feel customers are starting to be more aggressive and defensive.

There were a couple of quotes received, one from Precision Glass and Door, LLC and one from Esser Glass Inc. Kim recommends the low quote from Esser Glass Inc.

Motion made by Mae Nachman, seconded by Eugene Tubbs to approve the quote from Esser Glass Inc. in the amount of \$885 for the installation of a glass barrier in the reception area.

Ayes all. Nays none. Motion carried.

### IV. SEWAGE TREATMENT OPERATIONS

#### 11. Consideration of 2008 Compliance Maintenance Annual Report & action on Resolution.

Kim stated this is the Wastewater Department's Compliance Maintenance Annual Report. They received A's on all sections of the ECMAR for 2008. This is the best score possible. No remedial action will be required by the D.N.R.

Motion made by Mae Nachman, seconded by Jim Cooper to approve the 2008 Compliance Maintenance Annual Report and Resolution.

Ayes all. Nays none. Motion carried.

#### 12. Report on Collection System Maintenance.

Rob stated they are still working on the cutting and jetting of the sewers on the north side of town. Once they are finished with that they will be televising.

The crew also worked on hauling black dirt that was provided by the City for the landscaping at the new Wastewater garage.

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

### 13. Discussion and recommendation on Mercury Green Tier Resolution.

Jeremy explained that participating in the Mercury Green Tier Charter is a way of collaborating with the D.N.R. and other municipalities on reducing the amount of mercury that is discharged into the collection system.

Our permit comes up in 2010 and currently we don't have a limit for mercury. We have been testing the last five years to see the amount of mercury we are discharging into the river. Our next permit will require that we be below 1.3 nanograms per liter.

Several surrounding communities have gotten involved in with the Mercury Green Tier Charter within the last year.

Jeremy stated surveys of dentist offices, hospitals, the university, and any buildings using labs to see what they have been doing or what they could be doing to reduce the amount of mercury being discharged into the collection system will have to be conducted.

If businesses can't voluntarily work on reducing the amount of mercury being discharged into the system then eventually the City's sewer use ordinance might need to be changed to make this a requirement.

President Paul Adamski requested we try our best to compile the information from those businesses that may have mercury discharges and work with them to avoid regulating this process if possible.

Motion made by Mae Nachman, seconded by Jim Cooper recommending the adoption of the Mercury Green Tier Resolution.

Ayes all. Nays none. Motion carried.

### 14. Report on sewage treatment operations.

Jeremy stated that May was a good month for the plant.

B.O.D. (2.32 ppm), Phosphorus (0.705 ppm) and Suspended Solid (2.76 ppm) limits were met for the month of May 2009.

The next Water & Sewage Commission meeting will be July 13th, 2009 at noon.

### V. ADJOURNMENT

Motion made by Jim Cooper to adjourn the meeting.

Ayes all. Nays none. Motion carried.

MEETING ADJOURNED

12:37 p.m.

BOARD OF WATER AND SEWAGE COMMISSIONERS  
EUGENE TUBBS, SECRETARY

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