

Meeting Minutes

Board of Water and Sewage Commissioners

Monday, November 10, 2008, 12:00 p.m.

PRESENT: Paul Adamski, Jim Cooper, and Carl Rasmussen.

ALSO PRESENT: Kim Halverson, Brenda Thomas, Joel Lemke, Eric Niffenegger, Jaime Zdroik, Pat Planton of S.E.H. and Angel Gebeau of Earth Tech/AE COM.

EXCUSED ABSENCE: Eugene Tubbs and Mae Nachman

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1. Approval of minutes of the October 13, 2008 meeting.

II. ACCOUNTING

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

III. WATER OPERATIONS

3. Discussion and action on Well 11.

4. Discussion and action on hiring S.E.H. for the design/build phase for Well 11.

5. Report on water distribution operations.

6. Report on water supply operations.

IV. SEWAGE TREATMENT OPERATIONS

7. Discussion and action on hiring Donohue & Associates for design/build phase of the East Expansion/Patch St. Sewer Project.

8. Discussion and action on survey fees for the Easterly Expansion Area.

9. Report on Collection System Maintenance.

10. Report on sewage treatment operations.

V. ADJOURNMENT

The next Water and Sewage Commission meeting will be December 8, 2008.

I. ADMINISTRATION

1. Approval of minutes of the October 13, 2008 meeting.

Motion made by Carl Rasmussen, seconded by Jim Cooper to approve the minutes of the October 13, 2008 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 October. The balance as of October 1, 2008 was \$1,752,773.99; the bank deposits recorded in October 2008 were \$988,577.96. Checks issued since the October 13th, 2008 meeting numbered 42569 through 42635 were in the amount of \$783,011.58. Checks numbered 42636 through 42663 for \$55,890.18 were presented for action on November 10th, 2008. The net balance on hand November 10th, 2008 was \$1,902,450.19.

Motion made by Jim Cooper, seconded by Carl Rasmussen to approve the water utility claims for the month of October 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 October. The balance as of October 1, 2008 was \$1,805,542.81; the bank deposits recorded in October 2008 were \$441,738.81. Checks issued since the October 13th, 2008 meeting numbered 26471 through 26512 were in the amount of \$168,965.76. Checks numbered 26513 through 26528 for \$91,886.98 were presented for action on November 10th, 2008. The net balance on hand November 10th, 2008 was \$1,986,428.88.

Motion made by Carl Rasmussen, seconded by Jim Cooper to approve the sewage utility claims for the month of October 2008 as audited and read.

Ayes all. Nays none. Motion carried.

III. WATER OPERATIONS

3. Discussion and action on Well 11.

Pat Planton of S.E.H. distributed a handout to the Commissioners that summarized the Well 11 Water Supply Project-Phase 2 Detailed Aquifer Study as follows;

Phase 1 Results

- Well 11 Exploratory Work - Contamination source inventory, 2 test well borings, test pumping & water sampling
- Contamination source inventory - no known nearby contamination sources exist
- Location - western Boy Scout property
- Test wells - excellent sand & gravel 70' to 100' deep on property
- Test pumping- preliminary estimate Boy Scout property well yield: 6-8 mgd
- Water Quality- Excellent water quality with exception of manganese

Phase 2 Findings & Conclusions

- Scope of Work- three additional test wells; construct 12" test pumping well; detailed aquifer test results; pilot water treatment testing and analysis
- Aquifer Test Results - test well pumped at 1,250gpm (1.8mgd) over 4 day period in late August 2008; tremendous water capacity with minimal draw downs in monitoring wells only 40 feet away from test well; Rainey (a firm that builds/designs collector wells) originally projected this well site could pump 6 to 8mgd and with the additional work done in Phase 2 Rainey now estimates it could pump 13mgd.
- Water Quality - Iron & manganese levels went up a little bit from Phase 1; nitrates are very low; small detects of THMs; bacteriologically safe; water quality similar to Well 4
- Pilot Treatment Testing - water will need to be treated for iron & manganese removal similar to Well 4

Phase 2 Summary

- Site continues to be very favorable for location of next well
- Suitable for a horizontal collector well similar to Well 10
- Well yield potential up to 13mgd
- Water meets all primary drinking water standards
- Will need treatment for removal of dissolved iron & manganese
- Projected draw downs from well are minimal
- Recommended well design - 8 laterals ranging in length between 120 & 180 feet, 20 foot diameter concrete caisson 100 feet deep
- Well project budgetary cost \$2.55 million- the water study estimated this amount be \$3 million

Utility Supply Needs

- Maximum daily water supply needs is 13.4 mgd; currently the reliable supply capacity is 12.6 mgd

Recommendations

- Horizontal collector well will be best long-term investment for the City for future water supply needs
- Required treatment capacity should be constructed in phases to meet future water needs; 4mgd treatment facility budgetary cost - \$7-\$9 million
- Connecting existing transmission main budgetary cost - \$750,000
- Anticipated project completion (if started today) Spring of 2011

Motion made by Jim Cooper, seconded by Carl Rasmussen to continue with the original plan to build Well 11 by proceeding with Phases 3 Well Design Bidding & Construction & Phase 4 Design Bidding & Construction for Supply, Treatment and Distribution Facilities.

Ayes all. Nays none. Motion carried.

4. Discussion and action on hiring S.E.H. for the design/build phase for Well 11.

Motion made by Carl Rasmussen, seconded by Jim Cooper to hire S.E.H. for the design/build phases for Well 11 in the amount of \$75,000 for Phase 3 and \$54,000 for Phase 4 with additional fees for Design Services and Construction Services to be determined based on facility plan recommendations from the DNR approval of the Preliminary Engineering Report.

Ayes all. Nays none. Motion carried.

5. Report on water distribution operations.

Joel stated staff training on residential surveys for cross connections was completed.

The report was distributed.

A total of 640 valves were operated in 2008.

6. Report on water supply operations.

Our pumpage in October was 168,209,000 gallons, a decrease of 3,629,000 gallons of water from October 2007.

IV. SEWAGE TREATMENT OPERATIONS

7. Discussion and action on hiring Donohue & Associates for design/build phase of the East Expansion/Patch St. Sewer Project.

Kim stated this will cover all of the expansion area that was covered in the sewer service study which was approved by the D.N.R. all the way out to J. This will accommodate everything from HH to J to Hwy 10 for future use.

Donohue has completed the Phase 1 - 30% Design.

Kim explained there will be three phases to this project: lining of the existing main previously purchased from the paper mill; the lift station; and the extension of the force main out to the Easterly Expansion Area.

Joel explained the reason for the fiber optic conduit installation optional bid item noted in Donohue's Agreement. This would involve installing conduit to carry fiber optic from the most central part of the City out to Fire Station 2 in order for the City to have their own network instead of leasing lines from multiple telephone companies.

Kim also explained there is a possibility of installing a non- potable water line as well. This would involve using the Patch Street well to provide a non- potable source of water out to the East and for a filling station at the site for fire trucks, street sweepers, contractors, concrete and asphalt companies and others who currently obtain water from fire hydrants.

Motion made by Jim Cooper, seconded by Carl Rasmussen to approve hiring Donohue & Associates for the design/build phases of the East Expansion Area/Patch Street Sewer Project in the amounts of \$77,750 for Final Design, \$83,500 for Construction Related Services and an additional \$35,500 estimated for Allowances.

Ayes all. Nays none. Motion carried.

8. Discussion and action on survey fees for the Easterly Expansion Area.

Two quotes were received, one from Gremmer & Associates and one from Point of Beginning. Kim recommends going with the low quote from Gremmer & Associates for \$9,500.

Kim explained the City would normally handle the surveying for us but this project is too big and they don't have the time to do it yet this year. Time is an issue and the surveying would need to be completed before snowfall.

Motion made by Carl Rasmussen, seconded by Jim Cooper to approve the low quote from Gremmer & Associates in the amount of \$9,500 for survey fees for the Easterly Expansion Area.

Ayes all. Nays none. Motion carried.

9. Report on Collection System Maintenance.

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

Kim stated we are way ahead of our goals for this year. They are now starting to televise. 10,953 feet of sewer main was televised in the month of October.

Kim provided the Commission with an update on the new sewer garage being built. She stated there was a leak in the non potable water line for the building's heating system. There is no cost to the utility to repair this.

10. Report on sewage treatment operations.

Eric stated some pumps needed to be replaced due to normal wear and tear. The plant is still running well. The cost to replace the pumps would be taken out of the replacement fund.

B.O.D. (3.70 ppm), Phosphorus (1.19 ppm) and Suspended Solid (4.24 ppm) limits were met for the month of October 2008.

The next Water & Sewage Commission meeting will be December 8th, 2008 at noon.

V. ADJOURNMENT

Motion made by Carl Rasmussen, seconded by Jim Cooper to adjourn the meeting.

Ayes all. Nays none. Motion carried.

MEETING ADJOURNED

12:59pm

BOARD OF WATER AND SEWAGE COMMISSIONERS

PAUL ADAMSKI, PRESIDENT

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