

Meeting Minutes

Board of Water and Sewage Commissioners

Monday, August 11, 2008, 12:00 p.m.

PRESENT: Eugene Tubbs, Mae Nachman and Carl Rasmussen.

ALSO PRESENT: Kim Halverson, Joel Lemke, Eric Niffenegger, Jaime Zdroik, and Angel Gebeau of Earth Tech.

EXCUSED ABSENCE: Paul Adamski and Jim Cooper

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I. ADMINISTRATION

1. Approval of minutes of the July 14, 2008 meeting.

II. ACCOUNTING

2. Consideration of claims for the Water and Sewage Departments.

3. Discussion and action on purchasing land on Industrial Park Rd. for the new lift station.

4. Consideration of using restricted funds to pay for the Plover/Shaurette Water Project.

5. Report on insurance coverage.

III. WATER OPERATIONS

6. Report on water distribution operations.

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V. ADJOURNMENT

I. ADMINISTRATION

1. Approval of minutes of the July 14, 2008 meeting.

Motion made by Carl Rasmussen, seconded by Mae Nachman to approve the minutes of the July 14, 2008 Water & Sewage Commission meeting.

Ayes all. Nays none. Motion carried.

II. ACCOUNTING

2. Consideration of claims for the Water and Sewage Treatment Utilities.

Eugene Tubbs presented the statement of claims for the Water Utility for July. The balance as of July 1, 2008 was \$1,512,945.58; the bank deposits recorded in July 2008 were \$829,304.74. Checks issued since the July 14th, 2008 meeting numbered 42357 through 42395 were in the amount of \$608,176.08. Checks numbered 42396 through 42420 for \$48,333.90 were presented for action on August 11th, 2008. The net balance on hand August 11th, 2008 was \$1,685,740.34.

Motion made by Mae Nachman, seconded by Carl Rasmussen to approve the water utility claims for the month of July 2008 as audited and read.

Ayes all. Nays none. Motion carried.

Eugene Tubbs also presented the statement of claims for the Sewage Treatment Utility for July. The balance as of July 1, 2008 was \$1,586,136.45; the bank deposits recorded in July 2008 were \$367,047.54. Checks issued since the July 14th, 2008 meeting numbered 26306 through 26331 were in the amount of \$235,598.79. Checks numbered 26332 through 26351 for \$79,148.83 were presented for action on August 11th, 2008. The net balance on hand August 11th, 2008 was \$1,638,436.37.

Motion made by Carl Rasmussen, seconded by Mae Nachman to approve the sewage utility claims for the month of July 2008 as audited and read.

Ayes all. Nays none. Motion carried.

3. Discussion and action on purchasing land on Industrial Park Rd. for the new lift station.

A preliminary agreement with Warehouse Specialists has now been reached in the effort to acquire a piece of property located on Industrial Park Road.

Kim explained to the Commission the land is needed to build the new lift station for the Patch Street Force Main Project. Kim had asked the City Assessor, Jim Siebers, if the price was fair and he thought it was.

Joel and Kim explained to the Commission that there was no appraisal done, the price was based on the fair market value.

Motion made by Carl Rasmussen, seconded by Mae Nachman to approve purchasing land on Industrial Park Rd. for the new lift station from Warehouse Specialists in the amount of \$4,500 with the stipulations as specified.

Ayes all. Nays none. Motion carried.

4. Consideration of using restricted funds to pay for the Plover/Shaurette Water Project.

At last month's meeting Kim requested a motion from the Commission to allow her and Brenda to use funds from the restricted account to pay for construction related items. The Commission felt if every item Kim wanted to use the restricted funds for would come before the Commission that a motion clarifying what the restricted funds could be used for would not be necessary.

Kim is requesting to use a portion of the restricted funds to pay for the Plover/Shaurette Street Water Project.

Motion made by Mae Nachman, seconded by Carl Rasmussen to use funds from the restricted account to pay for the Plover/Shaurette Street

Water Project for the estimated amount of \$400,000.

Ayes all. Nays none. Motion carried.

5. Report on insurance coverage.

At last month's meeting the Commission requested Kim to investigate whether our insurance carrier would have covered the costs incurred for the clean up of the airplane crash site at the well field if the pilot's insurance would not have.

Kim informed the Commission that our insurance carrier would have covered these costs, for possible building damage and contamination.

Kim also explained to the Commission that we have to put all of our buildings and contents in the State plan as part of the City. This is a requirement. All the information was given to the State in order to get a quote. Quotes will also be coming from Wausau Insurance and Olsen Insurance for our remaining coverages. Kim stated we have been insured mostly through Olsen & Associates since 1976.

III. WATER OPERATIONS

6. Report on water distribution operations.

The report was distributed.

A total of 322 valves were operated in 2008.

7. Report on water supply operations.

Our pumpage in July was 239,049,000 gallons, a decrease of 36,249,000 gallons of water from July 2007.

Kim explained that our pumpage is down over 152 million gallons when comparing January through July for 2007 verses 2008.

The Commission would like to see a report on our pumpage year to date for the last five years.

IV. SEWAGE TREATMENT OPERATIONS

8. Consideration of purchasing aluminum grating.

Eric explained to the Commission there is aluminum grating with holes in it and it needs to be replaced as it is a safety concern.

A quote from Breuer Metal was received in the amount of \$3,644. This was the only supplier available which matches our existing grating.

Motion made by Mae Nachman, seconded by Carl Rasmussen to approve purchasing aluminum grating from Breuer Metal Craftsmen, Inc. in the amount of \$3,644.00.

Ayes all. Nays none. Motion carried.

9. Report on Collection System Maintenance.

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

Kim stated a goal was set at the beginning of the year for the Collection System crew to get 1/3 of the City cut and jetted. This goal should be met along with some of it also being televised.

10. Report on sewage treatment operations.

Eric stated the plant is running well.

B.O.D. (2.71 ppm), Phosphorus (0.775 ppm) and Suspended Solid (3.15 ppm) limits were met for the month of July 2008.

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

V. ADJOURNMENT

Motion made by Mae Nachman to adjourn the meeting.

Ayes all. Nays none. Motion carried.

MEETING ADJOURNED

12:25 p.m.

BOARD OF WATER AND SEWAGE COMMISSIONERS

EUGENE TUBBS, SECRETARY

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