

Meeting Minutes

Board of Water and Sewage Commissioners

Monday, June 11, 2007, 12:00 P.M.

PRESENT: Paul Adamski, Eugene Tubbs, Jim Cooper, Mae Nachman and Carl Rasmussen.

ALSO PRESENT: Kim Halverson, Brenda Thomas, Jeremy Cramer, Joel Lemke, Jaime Zdroik, Pat Planton of S.E.H. and Angel Gebeau of Earth Tech.

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I. ADMINISTRATION

1. Approval of minutes of the May 14, 2007 meeting.

II. ACCOUNTING

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

III. WATER OPERATIONS

3. Discussion and action on Water Department Master Plan.

4. Report on water distribution operations.

5. Report on water supply operations.

6. Report on leak detection services.

7. Report on V.F.D. purchase for Wells 8 and 9.

IV. SEWAGE TREATMENT OPERATIONS

8. Consideration of 2006 Compliance Maintenance Annual Report & Resolution.

9. Consideration of replacing natural gas furnace with heat pump at the lab/office building.

10. Report on sewage treatment operations.

V. ADJOURNMENT

The next Water and Sewage Commission meeting will be July 9th, 2007.

I. ADMINISTRATION

1. Approval of minutes of the May 14th, 2007 meeting.

Motion made by Eugene Tubbs, seconded by Mae Nachman to approve the minutes of the May 14th, 2007 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 on May 1, 2007 was \$1,058,075.45; the bank deposits recorded in May 2007 were \$529,993.20. Checks issued since the May 14th, 2007 meeting numbered 41325 through 41370 were in the amount of \$383,720.61. Checks numbered 41371 through 41398 for \$54,905.08 were presented for action on June 11th, 2007. The net balance on hand June 11th, 2007 was \$1,082,383.05.

Motion made by Jim Cooper, seconded Carl Rasmussen to approve the water utility claims for the months of May 2007 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 on May 1, 2007 was \$1,644,873.32; the bank deposits recorded in May 2007 were \$188,109.17. Checks issued since the May 14th, 2007 meeting numbered 25579 through 25609 were in the amount of \$141,116.81. Checks numbered 25610 through 25627 for \$30,016.17 were presented for action on June 11th, 2007. The net balance on hand June 11th, 2007 was \$1,660,081.19.

Motion made by Mae Nachman, seconded by Eugene Tubbs to approve the sewage utility claims for the month of May 2007 as audited and read.

Ayes all. Nays none. Motion carried.

III. WATER OPERATIONS

3. Discussion and action on Water Department Master Plan.

Pat Planton of S.E.H. was present to answer Commissioner's questions regarding the Master Plan. These questions needed to be clarified in order for the Commission to determine what recommendations in the Master Plan should be implemented.

Motion made by Jim Cooper, seconded by Carl Rasmussen to approve the Well 11 Test Well Construction and Testing by S.E.H. in an amount not to exceed \$50,000.00.

Ayes all. Nays none. Motion carried.

Motion made by Mae Nachman, seconded by Eugene Tubbs to approve the Well 5 Nitrate Blending Engineering Study by S.E.H. in an amount not to exceed \$20,000 and the Patch Street Collector Well Feasibility Study in an amount not to exceed \$50,000.00.

Ayes all. Nays none. Motion carried.

4. Report on water distribution operations.

The report was distributed.

A total of 209 valves were operated in 2007.

A total of 5 business properties have been checked for backflow preventors in May 2007 for a total of 33 in 2007.

Construction on Frontenac Avenue will not start until mid-July.

5. Report on water supply operations and well meters.

Our pumpage in May was 223,862,000 gallons, an increase of 21,054,000 gallons of water from May 2006.

Kim noted, due to well rehabilitations, the power bills have decreased even though pumpage has increased.

6. Report on leak detection services.

Kim stated there was only one small main break. There were a total of 19 leaks and 11 of them were hydrants.

Joel stated there is one manhole leak that needs to be repaired yet and more than half of the hydrants have already been fixed.

7. Report on V.F.D. purchase for Wells 8 and 9.

At last months meeting Commissioner Carl Rasmussen asked if there were any rebates available for the installation of the Variable Frequency Drive units and Angel Gebeau of Earth Tech after the meeting provided Kim with information stating that the Focus on Energy has a \$50 per horsepower rebate in effect until the end of June. Eric Niffenegger got quotes from electricians for the installation of the V.F.D. drives. Focus on Energy was contacted and we learned that two of the three wells would be eligible for the rebates if the V.F.D. drives were installed and operational by June 30th. So Kim contacted the Mayor and Paul Adamski to explain the situation and they approved the purchase.

The whole project if the rebates are acquired will cost approximately \$8,000 to \$9,000.

IV. SEWAGE TREATMENT OPERATIONS

8. Consideration of 2006 Compliance Maintenance Annual Report & Resolution.

Jeremy Cramer from the Sewage Treatment Plant stated everything is running well at the plant.

The Wastewater Department received A's on all sections of the ECMAR for 2006. No action will be required by the D.N.R.

Motion made by Eugene Tubbs, seconded by Jim Cooper to approve the 2006 Compliance Maintenance Annual Report and Resolution.

Ayes all. Nays none. Motion carried.

9. Consideration of replacing natural gas furnace with heat pump at the lab/office building.

Mike Resch of Wisconsin Public Service e-mailed Eric stating the Stevens Point Wastewater Treatment Plant would be a candidate for a Geothermal application.

Eric received two quotes, one from Point Heating & Cooling and one from Bassett Mechanical.

Jeremy stated they would keep the existing unit for backup. Jeremy recommended the Commission approve the quote provided by Point Heating & Cooling. Jeremy and Kim explained the quote from Point Heating & Cooling was for one large unit verses two smaller units for less money. Their quote also included a 10 year parts and labor warranty and 100% satisfaction guaranteed.

Motion made by Jim Cooper, seconded by Carl Rasmussen to approve the low bid from Point Heating & Cooling in the amount of \$10,955.00.

Ayes all. Nays none. Motion carried.

10. Report on sewage treatment operations.

B.O.D. (3.10 ppm), Phosphorus (0.770 ppm) and Suspended Solid (3.41 ppm) limits were met for the month of May 2007.

The next Water & Sewage Commission meeting will be July 9th, 2007 at noon.

V. ADJOURNMENT

Motion made by Mae Nachman to adjourn the meeting.

Ayes all. Nays none. Motion carried.

MEETING ADJOURNED

1:34 pm

BOARD OF WATER AND SEWAGE COMMISSIONERS
EUGENE TUBBS, SECRETARY

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