

Meeting Minutes

Board of Water and Sewage Commissioners

Monday, September 10, 2007, 12:00 P.M.

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

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

Index of these Minutes:

I. ADMINISTRATION

1. Approval of minutes of the August 13, 2007 meeting.

II. ACCOUNTING

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

III. WATER OPERATIONS

3. Report on water distribution operations.

4. Report on water supply operations.

5. Report on receiving the Wisconsin Water Association Utility Achievement Award.

6. Discussion and action on Reciprocal Emergency Water Agreement with the Village of Plover and the Village of Whiting.

7. Discussion and action on Wisconsin Public Service meter reading, operation and maintenance contract.

IV. SEWAGE TREATMENT OPERATIONS

8. Report on sewage treatment operations.

V. ADJOURNMENT

The next Water and Sewage Commission meeting will be October 8, 2007.

I. ADMINISTRATION

1. Approval of minutes of the August 13, 2007 meeting.

Motion made by Eugene Tubbs, seconded by Carl Rasmussen to approve the minutes of the August 13, 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 August. The balance as of August 1, 2007 was \$1,145,790.21; the bank deposits recorded in August 2007 were \$440,654.46. Checks issued since the August 13th, 2007 meeting numbered 41549 through 41599 were in the amount of \$276,260.45. Checks numbered 41600 through 41614 for \$29,933.93 were presented for action on September 10th, 2007. The net balance on hand September 10th, 2007 was \$1,146,690.32.

Motion made by Jim Cooper, seconded Mae Nachman to approve the water utility claims for the months of August 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 August. The balance as of August 1, 2007 was \$1,943,714.18; the bank deposits recorded in August 2007 were \$197,995.30. Checks issued since the August 13th, 2007 meeting numbered 25739 through 25761 were in the amount of \$33,674.24. Checks numbered 25762 through 25781 for \$27,598.36 were presented for action on September 10th, 2007. The net balance on hand September 10th, 2007 was \$1,965,744.56.

Motion made by Eugene Tubbs, seconded by Carl Rasmussen to approve the sewage utility claims for the month of August 2007 as audited and read.

Ayes all. Nays none. Motion carried.

III. WATER OPERATIONS

3. Report on water distribution operations.

The report was distributed.

A total of 404 valves were operated in 2007.

A total of 3 business properties have been checked for backflow preventors in August 2007 for a total of 53 in 2007.

Kim stated there was nothing to report for construction for last month but construction on W. Whitney and W. Cornell started today so that information will be seen at next month's meeting.

4. Report on water supply operations.

Our pumpage in August was 265,195,000 gallons, an increase of 14,694,000 gallons of water from August 2006.

Kim stated there was a slight increase in pumpage from August 2006 to August 2007.

5. Report on receiving the Wisconsin Water Association Utility Achievement Award.

Paul congratulated Kim and the entire staff on receiving the Wisconsin Water Association Utility Achievement Award.

Kim applied for the award for the utility and the employees because of the excellent D.N.R. reports we have received the last three years. The

D.N.R. doesn't have an award for water like they do for wastewater.

6. Discussion and action on Reciprocal Emergency Water Agreement with the Village of Plover and the Village of Whiting.

Kim explained the Reciprocal Emergency Water Agreements have been done every three years with the Village of Whiting and the Village of Plover. The City of Stevens Point suggested it be changed from a three year to a five year contract. Their respective committees have all signed and approved them.

Motion made by Mae Nachman, seconded by Jim Cooper to recommend the City of Stevens Point Common Council approve the renewal of the Reciprocal Emergency Water Agreements with the Village of Plover and the Village of Whiting with the understanding the date on the Village of Whiting agreement be changed to September 17th, 2007.

Ayes all. Nays none. Motion carried.

7. Discussion and action on Wisconsin Public Service meter reading, operation and maintenance contract.

Kim stated that she, Joel and staff all contributed to the contract content. Joel specifically worked with W.P.S. on this. Both parties have come to an agreement with the contract. Louis Molepske, the City Attorney, has reviewed the contract also and is okay with it.

Joel explained the significant increase in the cost per read is justified due to the fact this is what they charge everyone else for reads and therefore, due to the Public Service Commission regulations they have to charge us. Joel said more service options are available for us to use with this increase.

Paul stated the increase from .11 cents to .32 cents per read comes to about \$1,800 per year increase.

Joel and Kim explained to the Commission that W.P.S. currently provides us reads for approximately 6,700 of our customers. If we had to at this point change over all our meters to be able to be read by using radio devices it would cost approximately \$600,000. Kim said there might be a time when we might have to start slowly changing the meters to be read by radios.

Carl Rasmussen questioned whether the agreement should state it is between W.P.S. and the Stevens Point Water & Sewer Departments or between W.P.S. and the City of Stevens Point. He is concerned with consistency of all contracts. Paul suggested Kim ask Louis Molepske about this.

Motion made by Carl Rasmussen, seconded by Jim Cooper to approve the Automated Meter Reading Services Agreement with Wisconsin Public Service Corporation.

Ayes all. Nays none. Motion carried.

IV. SEWAGE TREATMENT OPERATIONS

8. Report on sewage treatment operations.

Eric stated the plant is running well.

B.O.D. (4.07 ppm), Phosphorus (0.870 ppm) and Suspended Solid (4.47 ppm) limits were met for the month of August 2007.

The next Water & Sewage Commission meeting will be October 8th, 2007 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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