

Meeting Minutes

Board of Water and Sewage Commissioners

Monday, October 8, 2007, 12:00 P.M. PRESENT: Eugene Tubbs, Jim Cooper and Carl Rasmussen.

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

EXCUSED ABSENCE: Paul Adamski and Mae Nachman

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I. ADMINISTRATION

1. Approval of minutes of the September 10, 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.

IV. SEWAGE TREATMENT OPERATIONS

5. Discussion and action on replacing UV Equipment.

6. Discussion and action on agreement for services for preliminary design of UV replacement equipment.

7. Report on sewage treatment operations.

V. ADJOURNMENT

The next Water and Sewage Commission meeting will be November 12, 2007.

I. ADMINISTRATION

1. Approval of minutes of the September 10, 2007 meeting.

Motion made by Jim Cooper, seconded by Carl Rasmussen to approve the minutes of the September 10, 2007 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 September. The balance as of September 1, 2007 was \$1,179,624.25; the bank deposits recorded in September 2007 were \$407,815.18. Checks issued since the September 10th, 2007 meeting numbered 41615 through 41693 were in the amount of \$345,658.49. Checks numbered 41655 through 41692 for \$26,603.31 were presented for action on October 8th, 2007. The net balance on hand October 8th, 2007 was \$1,212,032.84.

Motion made by Carl Rasmussen, seconded Jim Cooper to approve the water utility claims for the months of September 2007 as audited and read.

Ayes all. Nays none. Motion carried.

Eugene Tubbs also presented the statement of claims for the Sewage Treatment Utility for September. The balance as of September 1, 2007 was \$1,993,342.92; the bank deposits recorded in September 2007 were \$169,820.64. Checks issued since the September 10th, 2007 meeting numbered 25782 through 25806 were in the amount of \$138,721.39. Checks numbered 25807 through 25819 for \$5,259.60 were presented for action on October 8th, 2007. The net balance on hand October 8th, 2007 was \$1,987,743.05.

Motion made by Jim Cooper, seconded by Carl Rasmussen to approve the sewage utility claims for the month of September 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 476 valves were operated in 2007.

A total of 0 business properties have been checked for backflow preventors in September 2007 for a total of 53 in 2007.

4. Report on water supply operations.

Our pumpage in September was 198,728,000 gallons, a decrease of 13,854,000 gallons of water from September 2006.

Kim stated pumpage was down and there was 2.5 inches of rain in September.

IV. SEWAGE TREATMENT OPERATIONS

5. Discussion and action on replacing UV Equipment.

Jim Kleinschmidt of Strand Associates was available to answer any questions.

Kim explained to the Commissioners that the UV lamps in the old system had to be physically cleaned by the Sewage Department personnel and therefore is very labor intensive. The new system has self cleaners.

A letter from Kim to the Commissioners also explained the equipment is 15 years old. If it stopped working we would be in violation of our D.N.R. permit. The funds are available from our equipment replacement fund.

Jim explained the old system was installed in 1991 and has been successful. The new system has the self cleaning feature and is flow proportional so that as flows go down at night it reduces lamp need in order to save energy. There are also less bulbs in the new system and it is more energy efficient.

Carl Rasmussen asked if there would be any savings available through the Focus on Energy. Jim Kleinschmidt stated there might be grants available. He and Eric will check into it.

Motion made by Jim Cooper, seconded by Carl Rasmussen to replace the UV equipment for an approximate cost of \$316,000. The actual cost would be determined once the engineering preliminary design is complete.

Ayes all. Nays none. Motion carried.

6. Discussion and action on agreement for services for preliminary design of UV replacement equipment.

Jim Kleinschmidt explained the agreement to the Commissioners which will include a request for equipment procurement, electrical design and structure modification.

Carl Rasmussen requested they look into any savings that might be available through the Focus on Energy.

Motion made by Carl Rasmussen, seconded by Jim Cooper to approve the Agreement for Preliminary Design for UV Equipment Replacement in an amount not to exceed \$9,500.

Ayes all. Nays none. Motion carried.

7. Report on sewage treatment operations.

Eric stated the plant is running well.

B.O.D. (2.62 ppm), Phosphorus (0.78 ppm) and Suspended Solid (2.48 ppm) limits were met for the month of September 2007.

The next Water & Sewage Commission meeting will be November 12th, 2007 at noon.

V. ADJOURNMENT

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

Ayes all. Nays none. Motion carried.

MEETING ADJOURNED  
12:27 p.m.

BOARD OF WATER AND SEWAGE COMMISSIONERS  
EUGENE TUBBS, SECRETARY

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