

Meeting Minutes

Board of Water and Sewage Commissioners

Monday, August 7, 2006, 12:00 P.M.

PRESENT: Paul Adamski, Eugene Tubbs, Dave Eckholm, Ed Bancker and James Cooper.

ALSO PRESENT: Kim Halverson, Brenda Thomas, Eric Niffenegger, Joel Lemke, and Jaime Zdroik.

Index of these Minutes:

I. ADMINISTRATION

1. Approval of minutes of the July 10, 2006 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 digester roof repair.

6. Report on sewage treatment operations.

V. ADJOURNMENT

I. ADMINISTRATION

1. Approval of minutes of the July 10, 2006 meeting.

Motion made by Eugene Tubbs, seconded by Dave Eckholm to approve the minutes of the July 10, 2006 Water & Sewage Commission meeting.

Ayes all. Nays none. Motion carried.

II. ACCOUNTING

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

Kim and Brenda reported on the small difference between the general ledger balance and the actual bank statement balance due to the change in staff at the end of February and the new software double entries required to balance. High priority is being put on finding and correcting the problem and if they cannot get it fixed within a 60 to 90 day period Virchow Krause will be asked to help resolve this issue.

The Water Department balances for June were provided to the Commissioners. The bank deposits since the June 9th meeting were \$861,792.06. The net balances on July 31st, was \$1,588,314.10 and was provided to the Commissioners in a separate handout.

Paul Adamski presented the statement of claims for the Water Utility for July. The balance on hand after the July 10, 2006 meeting was (Not Available); the bank deposits since the July 10, 2006 meeting were (Not Available). Checks issued since the July 10, 2006 meeting numbered 40505 through 40586 were in the amount of \$517,432.32. Checks numbered 40587 through 40607 for \$214,342.47 were presented for action on August 7, 2006. The net balance on hand August 7, 2006 was (Not Available).

Motion made by Dave Eckholm, seconded Eugene Tubbs to approve the water utility claims for the month of July 2006 as audited and read.

Ayes all. Nays none. Motion carried.

The Sewer Department balances for June were provided to the Commissioners. The bank deposits since the June 9th meeting were \$348,645.21. The net balances on July 31st, was \$1,777,032.90 and was provided to the Commissioners in a separate handout.

Paul Adamski also presented the statement of claims for the Sewage Treatment Utility for July. The balance on hand after the July 10, 2006 meeting was (Not Available); the bank deposits since the July 10, 2006 meetings were (Not Available). Checks issued since the July 10, 2006 meeting numbered 25104 through 25141 were in the amount of \$78,294.03. Checks numbered 25142 through 25155 for \$80,884.18 were presented for action on August 7, 2006. The net balance on hand August 7, 2006 was (Not Available).

Motion made by Eugene Tubbs, seconded by Ed Bancker to approve the sewage utility claims for the month of July 2006 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 18 valves were operated in July 2006.

A total of 0 business properties have been checked for backflow preventors in July 2006 for a total of 35 in 2006.

Kim stated that College Avenue at Division Street will be closed for approximately 20 working days starting next Monday. Notices will be placed in the paper and on the City's website regarding the road closing.

4. Report on water supply operation.

Our pumpage in July was 297,180,000 gallons, an increase of 3,329,000 gallons of water from July 2005.

IV. SEWAGE TREATMENT OPERATIONS

5. Discussion and action on digester roof repair.

Eric explained the digester has a flat rubber roof and they noticed what looked like a tear in the rubber membrane. Eric received two quotes for roof repair one from Commercial Roofing in the amount of \$15,426.00 and one from Kulp's of Stratford in the amount of \$14,320.00. Eric recommends Kulp's of Stratford with the low quote.

Motion made by Dave Eckholm, seconded by Ed Bancker to accept the low quote from Kulp's of Stratford in the amount of \$14,320.00 to repair the digester roof.

Ayes all. Nays none. Motion carried.

6. Report on sewage treatment operations.

Kim stated she received an email from Joe Behlen from the Department of Natural Resources congratulating the Sewer Department on the ECMAR.

B.O.D. (3.36 ppm), Phosphorus (1.053 ppm) and Suspended Solid (4.53 ppm), limits were met for the month of July 2006.

The next Water & Sewage Commission meeting will be October 9, 2006. There will not be a meeting in September.

V. ADJOURNMENT

Motion made by Dave Eckholm to adjourn.

MEETING ADJOURNED

12:21 pm

BOARD OF WATER AND SEWAGE COMMISSIONERS
EUGENE TUBBS, SECRETARY

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Bottom of Form