

Meeting Minutes

Board of Water and Sewage Commissioners

Monday, January 10, 2005, 12:00 P.M. PRESENT: Paul Adamski, Eugene Tubbs, Dave Eckholm, Ed Bancker and John Wandrey.

ALSO PRESENT: Kim Halverson, Eric Niffenegger, Marla Cummings, Joel Lemke, and Jaime Zdroik.

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I. ADMINISTRATION

1. Approval of minutes of the December 13, 2004 meeting.

2. Election of Commission Officers.

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4. Consideration of the Schedule of Charges for 2005.

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IV. SEWAGE TREATMENT OPERATIONS

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V. ADJOURNMENT

PLEASE NOTE: The next Water and Sewage Commission meeting will be February 14, 2005.

I. ADMINISTRATION

1. Approval of minutes of the December 13, 2004 meeting.

Motion made by John Wandrey, seconded by Ed Bancker to approve the minutes of the December 13, 2004 Water & Sewage Commission meeting and the minutes of the December 13, 2004 Joint Committee Meeting.

Ayes all. Nays none. Motion carried.

2. Election of Commission Officers.

Motion made by Dave Eckholm, seconded by Ed Bancker for the current officers to retain their positions Paul Adamski, President and Eugene Tubbs, Secretary

Ayes all. Nays none. Motion carried.

II. ACCOUNTING

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

Paul Adamski presented the statement of claims for the Water Utility for December. The balance on hand after the December 13, 2004 meeting was \$1,745,496.89; the bank deposits since then were \$412,304.48. Checks issued since the December 13, 2004 meeting numbered 38845 through 38927 were in the amount of \$1,067,398.32. Checks numbered 38928 through 38939 for \$56,638.86 were presented for action on January 10, 2005. The net balance on hand January 10, 2005 was \$1,433,764.19.

Motion made by Eugene Tubbs, seconded by John Wandrey to approve the water utility claims for the month of December as audited and read.

Ayes all. Nays none. Motion carried.

Marla Cummings is preparing a spreadsheet for the Commissioners comparing the cost of the Sentry billing system versus the Springbrook billing system.

Paul Adamski also presented the statement of claims for the Sewage Treatment Utility for December. The balance on hand after the December 13, 2004 meeting was \$1,543,583.14; the bank deposits since then were \$183,820.60. Checks issued since the December 13, 2004 meeting numbered 24085 through 24138 were in the amount of \$110,784.47. Checks numbered 24139 through 24146 for \$1,006.63 were presented for action on January 10, 2005. The net balance on hand January 10, 2005 was \$1,615,612.64.

Motion made by John Wandrey, seconded by Eugene Tubbs to approve the sewage utility claims for the month of December as audited and read.

Ayes all. Nays none. Motion carried.

4. Consideration of the Schedule of Charges for 2005.

Proposed charges for 2005 were: Water services installed by department to increase from \$1,750 to \$2,000 and repairing of frozen meters to increase from \$71.00 to \$75.27. All other charges to remain the same.

Motion made by Dave Eckholm, seconded by John Wandrey to approve the Schedule of Charges for 2005.

Ayes all. Nays none. Motion carried.

III. WATER OPERATIONS

5. Report on water distribution operations.

The report was distributed.

A total of 0 valves were operated in December 2004.

A total of 0 business properties have been checked for backflow preventors in December 2004 for a total of 54 in 2004.

6. Report on water supply operation.

Our pumpage in December was 189,146,000 gallons, a decrease of 12,479,000 gallons of water from December 2003.

John Wandrey would like staff to look into why the power bills have increased.

7. Report on Well 9 Chemical Room and treatment equipment.

Kim stated Wausau has not made a decision yet on whether they will be participating in the research study. The equipment Wedeco is offering for this study is a horizontal unit. If we participate in this study we would have to build 20 foot vaults in order to maintain the system. Kim stated she and Pat Planton are looking at whether Wedeco would offer vertical units verses horizontal and if not, could the horizontal units be placed in the well buildings instead of building these tunnels. If the horizontal units could be installed in the well buildings then we could proceed with building the Chemical room.

Paul asked Kim to email Mark Borchardt from the Marshfield Clinic Research Foundation and ask if he could place a deadline on Wausau to make their decision so that we can decide whether to be involved in the research project.

8. Report on inspection of Well 4 detention and backwash tanks.

Lane Tank Co., Inc. inspected the detention and backwash tanks at Well 4. There was sediment found in both areas and hairline cracks were observed. The sediment was removed in the detention and backwash tanks at the time of inspection. The Department of Natural Resources requires this process to be completed. Lane Tank recommended this procedure be done every two to four years.

IV. SEWAGE TREATMENT OPERATIONS

9. Report on sewage treatment operations.

B.O.D. (5.80 ppm), Phosphorus (1.074 ppm) and Suspended Solid (6.27 ppm), limits were met for the month of December 2004.

10. Discussion and action on hiring consultant to do sewer study.

Due to the high loadings in November and December, Kim stated the Mayor instructed her to hire a consultant to do a sewer study in order to find the source of the high loadings.

Signs were created requesting all food waste be scraped into the trash. The signs will be taken to all businesses that serve food asking them to post it.

Staff is puzzled at the fact the loadings were high in December even though the school systems were not in service.

According to engineers, the high loadings are the equivalent of approximately 6,000 people.

To eliminate the possibility of this issue being a lab error, Eric stated a split sample was sent out to be checked.

Paul suggested a letter be sent to the top 20 or 30 businesses that process food. The letter would explain the situation and ask for their cooperation in this matter. If the source of high loadings can't be found these businesses may have to eventually be required to install sampling manholes. The installation of these sampling manholes could be very costly to the businesses.

John Wandrey would like a consultant to look at this situation first before sending out the letter.

Joe Behlen of the D.N.R. is not concerned with the high loadings at this time because we are meeting our effluent limits.

Kim is also requesting to have Jim Kleinschmidt of Strand send another letter to the D.N.R. requesting the plant be rerated. Joe Behlen said this might happen because the plant has been handling these high loadings.

Dave Eckholm would like staff to see if there has been a significant increase in charges for garbage pickup for businesses.

Dave would like Kim to get quotes from a couple consultants to do the sewer study.

Motion made by John Wandrey seconded by Eugene Tubbs to approve hiring a consultant to do the sewer study in an amount not to exceed \$10,000.00 and to bring back any additional fee requests if required.

Ayes all. Nays none. Motion carried.

Motion made by Eugene Tubbs, seconded by John Wandrey to hire Jim Kleinschmidt of Strand Associates to compose a letter to the Department of Natural Resources requesting the sewage plant be rerated in an amount not to exceed \$8,000.00.

Ayes all. Nays none. Motion carried.

Next month's meeting will be held on Monday, February 14, 2005 at 12:00 p.m.

VI. ADJOURNMENT

Motion made by Eugene Tubbs, seconded John Wandrey to adjourn.

Ayes all. Nays none. Motion carried.

MEETING ADJOURNED

1:17 pm

BOARD OF WATER AND SEWAGE COMMISSIONERS

EUGENE TUBBS, SECRETARY

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