

Meeting Minutes

Board of Water and Sewage Commissioners

Monday, January 12, 2004, 12:00 P.M. PRESENT: Paul Adamski, Eugene Tubbs, Dave Eckholm, Ed Bancker and John Wandrey.

ALSO PRESENT: Kim Halverson, Eric Niffenegger, and Jaime Zdroik.

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I. ADMINISTRATION

1. Approval of minutes of the December 5, 2003 meeting.
2. Election of Commission Officers.

II. ACCOUNTING

3. Consideration of claims for the Water and Sewage Treatment Utilities.
4. Report on Springbrook software installation.
5. Consideration of Schedule of Charges for 2004.

III. WATER OPERATIONS

6. Consideration and action on quote for replacement motors for booster station and wells.
7. Report on water tower project.
8. Report on water distribution operations.
9. Report on water supply operations.

IV. SEWAGE TREATMENT OPERATIONS

10. Report on sewage treatment operations.

V. ADJOURNMENT

I. ADMINISTRATION

1. Approval of minutes of the December 5, 2003 meeting.

Motion made by John Wandrey, seconded by Ed Bancker to approve the minutes of the December 05, 2003 meeting.

Ayes all. Nays none. Motion carried.

2. Election of Commission Officers.

Motion made by John Wandrey, 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 November. The balance on hand after the December 5, 2003 meeting was \$1,756,055.24; the bank deposits since then were \$500,640.83. Checks issued since the December 5, 2003 meeting numbered 37894 through 37985 were in the amount of \$904,810.92. Checks numbered 37896 through 38002 for \$82,308.18 were presented for action on January 12, 2004. The net balance on hand January 12, 2004 was \$1,269,576.97.

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

Ayes all. Nays none. Motion carried.

Paul Adamski also presented the statement of claims for the Sewage Treatment Utility for December. The balance on hand after the December 5, 2003 meeting was \$1,394,373.74; the bank deposits since then were (Not available at this time). Checks issued since the December 5, 2003 meeting numbered 23417 through 23465 were in the amount of \$99,764.87. Checks numbered 23466 through 23480 for \$72,812.59 were presented for action on January 12, 2004. The net balance on hand January 12, 2004 was (Not available at this time).

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

Ayes all. Nays none. Motion carried.

4. Report on Springbrook software installation.

Kim stated the second round of billings are out. This section included a lot of businesses and odd ball accounts.

Paul would like to know how much longer we will need Sentry's services.

The Commission would like an update on this item next month.

5. Consideration of Schedule of Charges for 2004.

The proposed Schedule of Charges did not change from the 2003 amounts.

Motion made by Dave Eckholm, seconded by Eugene Tubbs to approve the Schedule of Charges for 2004.

Ayes all. Nays none. Motion carried.

III. WATER OPERATIONS

6. Consideration and action on quote for replacement motors for booster station and wells.

No action taken.

John Wandrey recommended when the motors start to fail they be replaced with the high efficiency motors.

7. Report on water tower project.

Discussion was held regarding an outstanding change order. Kim was asked to report back to the Commission when more information is available.

8. Report on water distribution operations.

The report was distributed.

A total of 6 valves were operated in December 2003.

A total of 0 business properties have been checked for backflow preventors in December 2003 for a total of 1 in 2003.

9. Report on water supply operation.

Our pumpage in December was 201,625,000 gallons, an increase of 21,856,000 gallons of water from December 2002.

IV. SEWAGE TREATMENT OPERATIONS

10. Report on sewage treatment operations.

B.O.D. (4.52 ppm), Phosphorus (.36 ppm) and Suspended Solid (4.51 ppm), limits were met for the month of November 2003.

B.O.D. (5.26 ppm), Phosphorus (.600 ppm) and Suspended Solid (5.52 ppm), limits were met for the month of December 2003.

Next months meeting will be held on Monday, February 9, 2004 at 12:00 p.m.

V. ADJOURNMENT

Motion made by John Wandrey, seconded Dave Eckholm to adjourn.

Ayes all. Nays none. Motion carried.

MEETING ADJOURNED

12:35 pm

BOARD OF WATER AND SEWAGE COMMISSIONERS
EUGENE TUBBS, SECRETARY

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