

Meeting Minutes

Board of Water and Sewage Commissioners

Monday, March 8, 2004, 12:00 P.M. PRESENT: Paul Adamski, Eugene Tubbs, and John Wandrey.

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

EXCUSED ABSENCE: Dave Eckholm and Ed Bancker

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I. ADMINISTRATION

1. Approval of minutes of the February 9, 2004 meeting.

II. ACCOUNTING

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

III. WATER OPERATIONS

3. Report on water distribution operations.

4. Report on water supply operations.

IV. SEWAGE TREATMENT OPERATIONS

5. Report and action on downsized compressed air system.

6. Consideration and action on joining (MEG) Municipal Environmental Group for Wastewater.

7. Consideration of 2003 Compliance Maintenance Annual Report and action on Resolution.

8. Report on sewage treatment operations.

V. PERSONNEL

9. Discussion on Director position.

10. Adjourn into closed session approximately 12:25 p.m. pursuant to Wisconsin Statute 19.85 (1) (e) to update Commissioners on bargaining for Local 205 Bakery Confectionary Tobacco Workers & Grain Millers union contract.

VI. ADJOURNMENT

The next Water and Sewage Commission meeting will be held on April 12, 2004.

I. ADMINISTRATION

1. Approval of minutes of the February 9, 2004 meeting.

Motion made by John Wandrey, seconded by Eugene Tubbs to approve the minutes of the February 9, 2004 meeting with the exception the date be changed in the minutes to read March 8, 2004 when referencing the next 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 February. The balance on hand after the February 9, 2004 meeting was \$1,250,890.91; the bank deposits since then were \$683,320.40. Checks issued since the February 9, 2004 meeting numbered 38071 through 38127 were in the amount of \$235,673.13. Checks numbered 38128 through 38144 for \$35,374.35 were presented for action on March 8, 2004. The net balance on hand March 8, 2004 was \$1,663,163.83.

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

Ayes all. Nays none. Motion carried.

Paul Adamski also presented the statement of claims for the Sewage Treatment Utility for February. The balance on hand after the February 9, 2004 meeting was \$1,552,322.15; the bank deposits since then were (Not available at this time). Checks issued since the February 9, 2004 meeting numbered 23531 through 23571 were in the amount of \$36,097.93. Checks numbered 23572 through 23587 for \$26,292.75 were presented for action on March 8, 2004. The net balance on hand March 8, 2004 was (Not available at this time).

Motion made by Paul Adamski, seconded by John Wandrey to approve the sewage utility claims for the month of February 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 120 valves were operated in February 2004.

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

The Commissioners asked Kim what the status was on the painting of the new water tower.

Kim stated that she has not received any renderings or costs back yet.

4. Report on water supply operation.

Our pumpage in February was 191,382,000 gallons, a decrease of 9,640,000 gallons of water from February 2003.

IV. SEWAGE TREATMENT OPERATIONS

5. Report and action on downsized compressed air system.

Eric explained to the Commissioners the new 15 hp compressor would actually replace two existing 50 hp compressors and would run 95% of the time. The existing compressors will only run in a back-up situation.

Motion made by John Wandrey, seconded by Eugene Tubbs to approve the additional cost of \$2,400 to have a professional move the equipment for the downsized compressed air system.

Ayes all. Nays none. Motion carried.

6. Consideration and action on joining (MEG) Municipal Environmental Group for Wastewater.

Kim explained she was just recently made aware at a meeting for MEG - Water that there was a separate MEG group for Wastewater.

Kim and Eric explained to the Commission the benefits of belonging to the MEG - Wastewater. One of the most important benefits was the fact that MEG would review the WPDES permit for the Wastewater Department. Eric stated the new permit will be coming out in 2005.

The Commissioners decided to hold off on joining the MEG - Wastewater group until we see what the benefits are from belonging to the MEG - Water group.

The Commissioners would like to see what the cost would be to have a consultant review the WPDES permit.

The Commissioners would also like to see the monthly newsletters from the MEG - Water group.

7. Consideration of 2003 Compliance Maintenance Annual Report and action on Resolution.

The Commissioners were very pleased with the fact that we had only generated 11 points on the 2003 CMAR decreasing from 55 points generated on the 2002 CMAR. The 11 points generated on the 2003 CMAR were due to plant age.

The Commission commended Eric and his staff for their good work.

Motion made by John Wandrey, seconded by Eugene Tubbs to adopt the 2003 Compliance Maintenance Resolution.

Ayes all. Nays none. Motion carried.

8. Report on sewage treatment operations.

B.O.D. (5.40 ppm), Phosphorus (.452 ppm) and Suspended Solid (6.10 ppm), limits were met for the month of February 2004.

V. PERSONNEL

9. Discussion on Director position.

Paul Adamski announced, per the Mayor's notification, that Kim Halverson will be appointed as the new Director following a six month probationary period.

Kim thanked everyone for the opportunity and support they showed her. Kim stated she looked forward to serving the City in this capacity and looks forward to a long relationship.

10. Adjourn into closed session approximately 12:25 p.m. pursuant to Wisconsin Statue 19.85 (1) (e) to update Commissioners on bargaining for Local 205 Bakery Confectionary Tobacco Workers & Grain Millers union contract.

Motion made by Eugene Tubbs, seconded by John Wandrey to adjourn into closed session approximately 12:38 p.m.

Roll Call: Ayes: Paul Adamski, Eugene Tubbs, and John Wandrey
Nays: None

A discussion was held on the contract update.

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

VI. ADJOURNMENT

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

Ayes all. Nays none. Motion carried.

MEETING ADJOURNED
12:48 pm

BOARD OF WATER AND SEWAGE COMMISSIONERS
EUGENE TUBBS, SECRETARY

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