

Meeting Minutes

Board of Water and Sewage Commissioners

Thursday, June 10, 2004, 11:30 A.M. PRESENT: Paul Adamski, Eugene Tubbs, Dave Eckholm, Ed Bancker and John Wandrey.

ALSO PRESENT: Kim Halverson, Eric Niffenegger, Jaime Zdroik, Jerry Groth - Strand Associates, and Jim Chaffee - Earth Tech.

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I. ADMINISTRATION

1. Approval of minutes of the May 10, 2004 meeting.

II. WATER OPERATIONS

2. Adjournment into closed session approximately 11:35 P.M. pursuant to Wisconsin statutes 19.85 (1) (d) to discuss strategies for crime detection or prevention.

3. Reconvene into open session approximately 40 minutes after adjourning into closed session.

4. Report on water distribution operations.

5. Report on water supply operations.

6. Discussion and action on additional engineering fees change order for water tower main project.

7. Discussion and action on Village of Whiting's emergency water connection fee.

III. ACCOUNTING

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

IV. SEWAGE TREATMENT OPERATIONS

9. Report on sewage treatment operations.

V. ADJOURNMENT

I. ADMINISTRATION

1. Approval of minutes of the May 10, 2004 meeting.

Motion made by Ed Bancker, seconded by Dave Eckholm to approve the minutes of the May 10, 2004 meeting.

Ayes all. Nays none. Motion carried.

II. WATER OPERATIONS

2. Adjournment into closed session approximately 11:35 a.m. pursuant to Wisconsin statutes 19.85 (1) (d) to discuss strategies for crime detection or prevention.

Motion made by Eugene Tubbs, seconded by John Wandrey to adjourn into closed session approximately 11:44 a.m.

Roll Call: Ayes: Paul Adamski, Eugene Tubbs, Ed Bancker, Dave Eckholm and John Wandrey.

Nays: None

3. Reconvene into open session approximately 40 minutes after adjourning into closed session.

Motion made by Eugene Tubbs, seconded by Dave Eckholm to reconvene into open session approximately 12:30 p.m.

Roll Call: Ayes: Eugene Tubbs, Ed Bancker, Dave Eckholm and John Wandrey.

Nays: None

Discussion was held regarding crime detection & prevention.

4. Report on water distribution operations.

The report was distributed.

A total of 44 valves were operated in May 2004.

A total of 3 business properties have been checked for backflow preventors in May 2004 for a total of 18 in 2004.

The Commissioners were pleased to see the pay-back period for leak detection was only 16 weeks.

The Commissioners asked Kim why leak detection is only done on a biennial basis. Kim explained to them our water loss is usually between 8-11% and according to the Public Service Commission, no action needs to be taken until it reaches 15% or higher. Also, we started out doing this annually but the Commission then felt it was not necessary. Therefore, it was thought that biennially would be sufficient.

The Commissioners would like the leak detection contractor to give us the pros or cons of doing the Leak Detection Survey on an annual basis instead of biennially. They would also like a price quote for an annual, three-year period of time.

Dave Eckholm requested an update on the AMR system. Kim stated they had a meeting with WPS last week. WPS has a new solution which is supposed to be less expensive than using the Nertec solution. The new solution involves using Hexogram/Radio Reads. They will come back with a proposal to us next month.

Kim is also requesting from WPS implementation of an operation and maintenance agreement.

Dave requested a total project cost and payback.

5. Report on water supply operation.

Our pumpage in May was 227,602,000 gallons, an increase of 4,176,000 gallons of water from May 2003.

Kim stated the annual inspection was completed by Glenn Falkowski from the Department of Natural Resources. The recommendations provided

were: 1.) Choose two additional sampling locations for TTHM and HAA5 sampling, representing areas of significant residence time. 2.) Fully evaluate the water system purchased from Stora Enso and take any measures necessary to insure public safety and protection of the groundwater.

There were no recommendations or violations reported for any existing water wells or facilities.

6. Discussion and action on additional engineering fees change order for water tower main project.

Jim Chaffee of Earth Tech explained the change order requesting additional engineering fees for the water tower main project.

This change order was necessary due to the following factors:

1. Expanded length and complexity of connecting water main
2. Existing pipe renewal investigations
3. Modified construction schedule
4. Tower paint alternative analysis
5. Incorporation of sewer improvements in bid and contract documents.

Motion made by Dave Eckholm, seconded by John Wandrey to approve the change order for additional engineering fees in the amount of \$14,800.00 for the water tower main project.

Ayes all. Nays none. Motion carried.

7. Discussion and action on Village of Whiting's emergency water connection fee.

Motion made by John Wandrey, seconded by Dave Eckholm to implement a "zero cost" standby charge agreement with Whiting as consistent with the request from Jerry Walters of the Village of Whiting dated May 5, 2004.

Ayes all. Nays none. Motion carried.

III. ACCOUNTING

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

Eugene Tubbs presented the statement of claims for the Water Utility for May. The balance on hand after the May 10, 2004 meeting was \$1,493,003.95; the bank deposits since then were \$377,843.78. Checks issued since the May 10, 2004 meeting numbered 38306 through 38353 were in the amount of \$234,719.30. Checks numbered 38354 through 38382 for \$119,428.24 were presented for action on June 10, 2004. The net balance on hand June 10, 2004 was \$1,516,700.19.

Motion made by John Wandrey, seconded by Dave Eckholm to approve the water utility claims for the month of May as audited and read.

Ayes all. Nays none. Motion carried.

Eugene Tubbs also presented the statement of claims for the Sewage Treatment Utility for May. The balance on hand after the May 10, 2004 meeting was \$916,512.90; the bank deposits since then were \$166,726.46. Checks issued since the May 10, 2004 meeting numbered 23717 through 23748 were in the amount of \$87,438.32. Checks numbered 23749 through 23777 for \$52,261.37 were presented for action on June 10, 2004. The net balance on hand June 10, 2004 was \$943,539.67.

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

Ayes all. Nays none. Motion carried.

IV. SEWAGE TREATMENT OPERATIONS

9. Report on sewage treatment operations.

Kim stated she talked to Eric this morning and everything is running well and the loadings were down in May.

B.O.D. (4.28 ppm), Phosphorus (.493 ppm) and Suspended Solid (3.64 ppm), limits were met for the month of May 2004.

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

V. ADJOURNMENT

Motion made by John Wandrey, seconded Ed Bancker to adjourn.

Ayes all. Nays none. Motion carried.

MEETING ADJOURNED
12:54 pm

BOARD OF WATER AND SEWAGE COMMISSIONERS
EUGENE TUBBS, SECRETARY

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