

Meeting Minutes

Board of Water and Sewage Commissioners

Monday, January 13, 2003, 12:00 P.M. PRESENT: Paul Adamski, Eugene Tubbs, Dave Eckholm, Ann Shannon and Ed Bancker.

ALSO PRESENT: Greg Disher, Kim Halverson, Eric Niffenegger, Jaime Zdroik and Joe Behlen - Department of Natural Resources.

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I. ADMINISTRATION

1. Approval of minutes of the December 9, 2002 meeting.
2. Election of Commission Officers.

II. ACCOUNTING

3. Consideration of claims for the Water and Sewage Treatment Utilities.
4. Consideration of Schedule of Charges for 2003.

III. WATER OPERATIONS

5. Report on water distribution operations.
6. Report on water supply operations.
7. Report on Elevated Water Storage Tank Project.

IV. SEWAGE TREATMENT OPERATIONS

8. Consideration of replacing grit removal system.
9. Report on waste load from UWSP.
10. Report on sewage treatment operations.

V. PERSONNEL

11. Consideration of 1.5% increase to Wastewater Treatment Plant Superintendents salary.

The next Water and Sewage Commission meeting will be held on February 10, 2003.

VI. ADJOURNMENT

I. ADMINISTRATION

1. Approval of minutes of the December 9, 2002 meeting.

Motion made by Ann Shannon, seconded by Ed Bancker to approve the minutes of the December 9, 2002 meeting.

Ayes all. Nays none. Motion carried.

2. Election of Commission Officers.

Motion made by Eugene Tubbs, seconded by Ann Shannon 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 9, 2002 meeting was \$927,763.29; the bank deposits since then were \$604,877.06. Checks issued since the December 9, 2002 meeting numbered 37021 through 37069 were in the amount of \$631,332.16. Checks numbered 37070 through 37089 for \$36,085.70 were presented for action on January 13, 2003. The net balance on hand January 13, 2003 was \$865,222.49.

Motion made by Eugene Tubbs, seconded by Ann Shannon 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 9, 2002 meeting was \$1,000,919.30; the bank deposits since then were \$157,550.24. Checks issued since the December 9, 2002 meeting numbered 22795 through 22838 were in the amount of \$97,496.98. Checks numbered 22839 through 22849 for \$11,157.70 were presented for action on January 13, 2003. The net balance on hand January 13, 2003 was \$1,049,814.86.

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

Ayes all. Nays none. Motion carried.

4. Consideration of Schedule of Charges for 2003.

Motion made by Dave Eckholm, seconded by Ed Bancker to approve the recommended changes to the schedule of charges effective January 1, 2003.

Ayes all. Nays none. Motion carried.

III. WATER OPERATIONS

5. Report on water distribution operations.

The report was distributed.

A total of 25 valves were operated in December 2002.

A total of 0 business properties have been checked for backflow preventors in December 2002 for a total of 152 in 2002.

6. Report on water supply operation.

Our pumpage in December was 179,769,000 gallons, an increase of 11,575,000 gallons of water from December 2001.

Greg stated that the Mayor would like Ellis Street completed this year from Pine Street to Clark Street. The project will be started in August with an approximate cost of \$200,000.

Greg also stated that we had our first software demonstration for a new billing program. The software will include work orders, payroll, accounting, inventory control, and asset management.

Greg explained the results of the samples that were taken for unregulated contaminants. The samples were required to be taken by the EPA for the Safe Drinking Water Act. There were no detects in any of the samples taken.

7. Report on Elevated Water Storage Tank Project.

Greg stated that bedrock was hit at approximately 12 feet when they were drilling. A report was to be completed by Nummelin Testing Services regarding this, but Greg has not received the report yet.

Bids for the elevated water tank will be opened on January 29, 2003 at 2:00 p.m.

IV. SEWAGE TREATMENT OPERATIONS

8. Consideration of replacing grit removal system.

Eric stated the structure is rusting badly and is delaminating in spots.

Motion made by Dave Eckholm, seconded by Ann Shannon to accept the proposal from Energenecs for the Grit washer in the amount of \$76,873.00; low bid from Rerod Inc. in the amount of \$3,570.00 for removal of existing grit washer and installation of new grit washer; and \$520.00 for the demolition of two concrete piers.

Ayes: Eugene Tubbs, Dave Eckholm, Ann Shannon & Ed Bancker.

Abstention: Paul Adamski

Nays: None

9. Report on waste load from UWSP.

Greg stated that a meeting has not been set up yet with the UWSP because they are waiting for Aga Razvi to return to Stevens Point. Aga was involved with the original discussion regarding this issue and John Jury wants him to continue to be involved.

Paul requested that Greg schedule a meeting this week with the UWSP on a day when they know Aga will be back in town.

10. Report on sewage treatment operations.

Eric stated that the plant was running good.

B.O.D. (3.89 ppm), Phosphorus (0.32 ppm) and Suspended Solid (4.25 ppm), limits were met for the month of December 2002.

V. PERSONNEL

11. Consideration of 1.5% increase to Wastewater Treatment Plant Superintendents salary.

Greg stated that the increase has already been given. The Personnel Committee applied this to all non-represented employees effective January 1, 2003.

VI. ADJOURNMENT

Motion made by Ann Shannon, seconded by Dave Eckholm to adjourn.

Ayes all. Nays none. Motion carried.

MEETING ADJOURNED

12:32 pm

BOARD OF WATER AND SEWAGE COMMISSIONERS

EUGENE TUBBS, SECRETARY

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