

Meeting Minutes

Board of Water and Sewage Commissioners

Monday, March 10, 2003, 12:00 P.M. PRESENT: Eugene Tubbs, Dave Eckholm, and Ann Shannon.

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

EXCUSED ABSENCE: Paul Adamski and Ed Bancker.

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I. ADMINISTRATION

1. Approval of minutes of the February 10, 2003 meeting.
2. Consideration of painting the office interior in the Administration Building.
3. Report on educational and promotional utility procedures.
4. Consideration of contract between City and Park Ridge for hydrant usage at NE corner of Sunset and Hillcrest.

II. ACCOUNTING

5. Consideration of claims for the Water and Sewage Treatment Utilities.
6. Consideration of dump truck quote.

III. WATER OPERATIONS

7. Report on water distribution operations.
8. Report on water supply operations.
9. Report on Elevated Water Storage Tank Project.

IV. SEWAGE TREATMENT OPERATIONS

10. Consideration of 2002 Compliance Maintenance Annual Report and Resolution.
11. Report on sewage treatment operations.

V. ADJOURNMENT

I. ADMINISTRATION

1. Approval of minutes of the February 10, 2003 meeting.

Motion made by Ann Shannon, seconded by Dave Eckholm to approve the minutes of the February 10, 2003 meeting.

Ayes all. Nays none. Motion carried.

2. Consideration of painting the office interior in the Administration Building.

Kim stated that the Zolatone areas will only be touched up and the drywall will not be fixed. The additional \$350.00 shown on the revised bid is for the painting of the office area around the staff.

Motion made by Dave Eckholm, seconded by Ann Shannon to approve the revised bid from The Paint Company in the amount of \$3,735.00.

Ayes all. Nays none. Motion carried.

3. Report on educational and promotional utility procedures.

Kim stated per the request of the Commission last month she asked the surrounding utilities what their procedures were for educational and promotional item budgets. Kim also stated that they received more information regarding the Annual Groundwater Festival.

The Commissioners also asked Greg and Kim if there was a possibility of putting together a calendar of events so that a decision could be made on what events to participate in.

Greg stated that he was going to check with Portage County regarding Clean Sweep.

The Commissioners would like to develop some criteria and establish a budget amount for participating in educational and promotional activities.

Ann Shannon offered to provide staff with some criteria.

4. Consideration of contract between City and Park Ridge for hydrant usage at NE corner of Sunset and Hillcrest.

Greg stated that this is an extension of a contract from five years ago. Greg also stated this was the only hydrant in Park Ridge.

Motion made by Ann Shannon, seconded by Dave Eckholm to approve the contract extension between the City of Stevens Point and the Village of Park Ridge for hydrant usage.

Ayes all. Nays none. Motion carried.

II. ACCOUNTING

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

Eugene Tubbs presented the statement of claims for the Water Utility for February. The balance on hand after the February 10, 2003 meeting was \$1,081,311.00; the bank deposits since then were \$233,766.46. Checks issued since the February 10, 2003 meeting numbered 37148 through 37198 were in the amount of \$247,995.10. Checks numbered 37199 through 37232 for \$32,090.72 were presented for action on March 10, 2003. The net balance on hand March 10, 2003 was \$1,034,991.64.

Motion made by Dave Eckholm, seconded by Ann Shannon to approve the water utility claims for the month of February as audited and read.

Ayes all. Nays none. Motion carried.

Eugene Tubbs also presented the statement of claims for the Sewage Treatment Utility for February. The balance on hand after the February 10, 2003 meeting was \$1,312,795.01; the bank deposits since then were (Not available at this time). Checks issued since the February 10, 2003

meeting numbered 22891 through 22929 were in the amount of \$37,830.78. Checks numbered 22930 through 22952 for \$15,544.39 were presented for action on March 10, 2003. The net balance on hand March 10, 2003 was (Not available at this time).

Motion made by Dave Eckholm, seconded by Ann Shannon to approve the sewage utility claims for the month of February as audited and read.

Ayes all. Nays none. Motion carried.

6. Consideration of dump truck quote.

Greg and Dennis Laidlaw, the Fleet Maintenance Supervisor for the City, discussed the dump truck bids and are recommending the purchase of the Ford F750 for Scaffidi Motors.

Motion made by Ann Shannon, seconded by Dave Eckholm to approve the quote from Scaffidi Motors for the Ford F750 dump truck in the amount of \$55,020.00.

Ayes all. Nays none. Motion carried.

III. WATER OPERATIONS

7. Report on water distribution operations.

The report was distributed.

A total of 40 valves were operated in February 2003.

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

Kim stated that we have had several frozen services but only three water main breaks.

8. Report on water supply operation.

Our pumpage in February was 201,022,000 gallons, an increase of 21,738,000 gallons of water from February 2002.

9. Report on Elevated Water Storage Tank Project.

Greg stated that they will start construction on the elevated tank on June 16, 2003 and the project will be completed August 2004.

IV. SEWAGE TREATMENT OPERATIONS

10. Consideration of 2002 Compliance Maintenance Annual Report and Resolution.

Greg stated that we had a total of 55 points on the CMAR this year, compared to 59 points last year. Greg also stated they are still working with the UWSP to try to figure out the high loadings to the plant.

Motion made by Dave Eckholm, seconded by Ann Shannon to approve the 2002 Compliance Maintenance Annual Report and Resolution.

Ayes all. Nays none. Motion carried.

11. Report on sewage treatment operations.

Eric stated that the plant was running good. Eric also stated the cold weather is still effecting the phosphorus removal.

B.O.D. (6.61 ppm), Phosphorus (1.18 ppm) and Suspended Solid (5.44 ppm), limits were met for the month of February 2003.

V. ADJOURNMENT

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

Ayes all. Nays none. Motion carried.

MEETING ADJOURNED 12:30 pm
BOARD OF WATER AND SEWAGE COMMISSIONERS
EUGENE TUBBS, SECRETARY

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