

Meeting Minutes

Board of Water and Sewage Commissioners

Monday, April 14, 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, and Jaime Zdroik.

Index of these Minutes:

I. ADMINISTRATION

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

II. ACCOUNTING

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

3. Adjournment into closed session approximately 12:05 P.M. pursuant to Wisconsin statutes 19.85 (1)(e) to deliberate and negotiate the purchase of public properties.

4. Reconvene into open session approximately 30 minutes after adjourning into closed session.

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. Report on Whiting's request to treat their wastewater.

9. Report on sewage treatment operations.

V. ADJOURNMENT

I. ADMINISTRATION

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

Motion made by Dave Eckholm, seconded by Ann Shannon to approve the minutes of the March 10, 2003 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 March. The balance on hand after the March 10, 2003 meeting was \$1,034,991.64; the bank deposits since then were \$432,063.99. Checks issued since the March 10, 2003 meeting numbered 37233 through 37295 were in the amount of \$403,225.09. Checks numbered 37296 through 37321 for \$23,980.09 were presented for action on April 14, 2003. The net balance on hand April 14, 2003 was \$1,039,850.45.

Motion made by Eugene Tubbs, seconded by Ann Shannon to approve the water utility claims for the month of March as audited and read.

Ayes all. Nays none. Motion carried.

Paul Adamski also presented the statement of claims for the Sewage Treatment Utility for March. The balance on hand after the March 10, 2003 meeting was \$1,407,731.54; the bank deposits since then were \$164,809.27. Checks issued since the March 10, 2003 meeting numbered 22922 through 22985 were in the amount of \$190,371.02. Checks numbered 22986 through 23002 for \$14,141.71 were presented for action on April 14, 2003. The net balance on hand April 14, 2003 was \$1,368,028.08.

Motion made by Dave Eckholm, seconded by Ed Bancker to approve the sewage utility claims for the month of March as audited and read.

Ayes all. Nays none. Motion carried.

3. Adjournment into closed session approximately 12:05 p.m. pursuant to Wisconsin statutes 19.85 (1)(e) to deliberate and negotiate the purchase of public properties.

Motion made by Ann Shannon, seconded by Dave Eckholm to adjourn into closed session at 12:05 p.m.

Roll Call: Ayes: Paul Adamski, Ed Bancker, Ann Shannon, Dave Eckholm, & Eugene Tubbs

Nays: None

Discussion was held. No action was taken.

4. Reconvene into open session approximately 30 minutes after adjourning into closed session.

Motion made by Eugene Tubbs, seconded by Ed Bancker to reconvene into open session at 12:20 p.m.

Roll Call: Ayes: Paul Adamski, Ed Bancker, Ann Shannon, Dave Eckholm, & Eugene Tubbs

Nays: None

III. WATER OPERATIONS

5. Report on water distribution operations.

The report was distributed.

A total of 138 valves were operated in March 2003.

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

The Insurance Services Office, Inc. (ISO) evaluates communities according to a uniform set of criteria defined in the Fire Suppression Rating

Schedule. The Fire Suppression Rating Schedule reviews the water supply system that is available for fire suppression in the City. Classification details were as follows: 1. Credit for the Water System (This item reviews the supply works, the main capacity and hydrant distribution) - Actual 34.56 out of 35.00; 2. Credit for Hydrants (This item reviews the type of hydrants, and method of installation) - Actual 2.00 out of 2.00; 3. Credit for Inspection and Condition of Hydrants (This item reviews the frequency of inspections of hydrants and their condition) - Actual 2.10 out of 3.00; and 4. Total Credit for Water Supply - Actual 38.66 out of 40.00. The Relative Classification for Water Supply - 1.

6. Report on water supply operation.

Our pumpage in March was 207,558,000 gallons, an increase of 10,947,000 gallons of water from March 2002.

7. Report on Elevated Water Storage Tank Project.

Greg stated that they will be doing the site survey in May and will start the foundation in June.

Greg shared the results of the nitrate analysis that was completed on the wells in compliance with the Safe Drinking Water Act. Well 5 - 7.63 mg/l; Entry Point, Wells 6-10 - 4.48 mg/l; and Well 4 - 2.39. The Maximum Contaminant Level(MCL) for nitrates is 10 mg/l.

IV. SEWAGE TREATMENT OPERATIONS

8. Report on Whiting's request to treat their wastewater.

The Sewage Department received a request from the Village of Whiting to treat the Village's sewage. Strand Associates has been retained to review the process.

Greg stated that Eric compiled the necessary data requested by Strand Associates for the Waste Water Treatment Plant Re-rating. Jim Kleinschmidt from Strand Associates told Greg that he would have the results back for the May meeting.

Greg called Jeff Schlegel and told him our consulting engineer was working on it.

The Commission was receptive to the request in a spirit of intergovernmental cooperation.

9. Report on sewage treatment operations.

Joe Behlen, from the Department of Natural Resources, sent a letter regarding the 2002 Compliance Maintenance Annual Report (CMAR). Greg stated that Joe is still concerned about the number of points being generated for loadings to the plant, but also stated that we are in the voluntary range for action.

Eric provided the Commission with an update regarding phosphorus removal. The ortho phosphate test was implemented and is working great.

B.O.D. (5.28 ppm), Phosphorus (1.46 ppm) and Suspended Solid (5.86 ppm), limits were met for the month of March 2003.

Dave Eckholm asked the status of the Automated Meter Reading System.

Kim stated that they are working on technology in order to read our large meters.

Kim also stated that residential is complete except for the homes with old electric services that need to be upgraded.

Paul Adamski requested that we provide the Assessor with an inventory list of the homes that need electric services upgraded. The Assessor's office could then let us know when those properties are sold, allowing us to contact the new buyers requesting them to upgrade their electric service.

Kim stated they are having a meeting with WPS next week and she would pass on this information.

V. ADJOURNMENT

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

Ayes all. Nays none. Motion carried.

MEETING ADJOURNED 12:43 pm

BOARD OF WATER AND SEWAGE COMMISSIONERS

EUGENE TUBBS, SECRETARY

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