

## Meeting Minutes

### Board of Water and Sewage

#### Commissioners Meeting Minutes

Monday, November 10, 2003, 12:00 P.M. PRESENT: Paul Adamski, Eugene Tubbs, Dave Eckholm, Ed Bancker and John Wandrey.  
ALSO PRESENT: Greg Disher, Eric Niffenegger, Jaime Zdroik, and Joe Miller- (Stevens Point Resident).

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#### I. ADMINISTRATION

1. Approval of minutes of the October 15, 2003 meeting.
2. Approval of minutes of the October 22, 2003 meeting.
3. Consideration of joining the Municipal Drinking Water Group.

#### II. ACCOUNTING

4. Consideration of claims for the Water and Sewage Treatment Utilities.
5. Report on Springbrook software installation.

#### III. WATER OPERATIONS

6. Report on water distribution operations.
7. Report on water supply operations.

#### IV. SEWAGE TREATMENT OPERATIONS

8. Report on sewage treatment operations.
9. Recognition of Eric Niffenegger for receiving WWOA Operator of the Year Award.

#### V. ADJOURNMENT

#### I. ADMINISTRATION

1. Approval of minutes of the October 15, 2003 meeting.

Motion made by John Wandrey, seconded by Eugene Tubbs to approve the minutes of the October 15, 2003 meeting.

Ayes all. Nays none. Motion carried.

2. Approval of minutes of the October 22, 2003 meeting.

Motion made by Ed Bancker, seconded by John Wandrey to approve the minutes of the October 22, 2003 meeting.

Ayes all. Nays none. Motion carried.

3. Consideration of joining the Municipal Drinking Water Group

Motion made by John Wandrey, seconded by Eugene Tubbs to approve joining the Municipal Drinking Water Group for a one year trial basis with the understanding that once the one year term is completed the Commission can evaluate whether the Water Department has benefited from being involved with this group.

Ayes all. Nays none. Motion carried.

John also requested to see the issues the group lobbies for.

Paul requested the Commission have regular updates from Greg regarding the Municipal Drinking Water Group in order to better evaluate the value of belonging to this group.

Dave Eckholm requested to see a copy of their budget and their definition of customer.

#### II. ACCOUNTING

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

Paul Adamski presented the statement of claims for the Water Utility for October. The balance on hand after the October 15, 2003 meeting was \$2,051,812.93; the bank deposits since then were \$1,022,993.31. Checks issued since the October 15, 2003 meeting numbered 37770 through 37823 were in the amount of \$1,289,450.38. Checks numbered 37824 through 37847 for \$74,685.95 were presented for action on November 10, 2003. The net balance on hand November 10, 2003 was \$1,710,669.91.

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

Ayes all. Nays none. Motion carried.

Paul Adamski also presented the statement of claims for the Sewage Treatment Utility for October. The balance on hand after the October 15, 2003 meeting was (Not available at this time); the bank deposits since then were (Not available at this time). Checks issued since the October 15, 2003 meeting numbered 23317 through 23345 were in the amount of \$247,974.29. Checks numbered 23346 through 23360 for \$9,209.45 were presented for action on November 10, 2003. The net balance on hand November 10, 2003 was (Not available at this time).

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

Ayes all. Nays none. Motion carried.

5. Report on Springbrook software installation.

Greg stated they will be here tomorrow to do a parallel run and that we will be going live in December.

#### III. WATER OPERATIONS

6. Report on water distribution operations.

The report was distributed.

A total of 7 valves were operated in October 2003.

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

7. Report on water supply operation.

Our pumpage in October was 223,231,000 gallons, an increase of 4,535,000 gallons of water from October 2002.

#### IV. SEWAGE TREATMENT OPERATIONS

8. Report on sewage treatment operations.

Eric stated the plant is running well and an extra month was added to the graphs.

B.O.D. (4.67 ppm), Phosphorus (0.34 ppm) and Suspended Solid (4.00 ppm), limits were met for the month of October 2003.

9. Recognition of Eric Niffenegger for receiving WWOA Operator of the Year Award.

Motion made by John Wandrey, seconded by Eugene Tubbs commending Eric Niffenegger for receiving the WWOA Operator of the Year Award.

Ayes all. Nays none. Motion carried.

Next months meeting will be held on Friday, December 5, 2003 at 12:00 p.m.

#### V. ADJOURNMENT

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

Ayes all. Nays none. Motion carried.

MEETING ADJOURNED

12:35 pm

#### BOARD OF WATER AND SEWAGE COMMISSIONERS

EUGENE TUBBS, SECRETARY

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