

Meeting Minutes
Board of Water and Sewage Commissioners
Monday, March 11, 2002
12:00 P.M. PRESENT: Eugene Tubbs, Dave Eckholm, and Ann Shannon.

ALSO PRESENT: Greg Disher, Kim Halverson, Don Ceplina, Jaime Zdroik, and Barbara Martin - Stevens Point Journal.

EXCUSED ABSENCE: Paul Adamski and Ed Bancker.

Index of these Minutes:

I. ADMINISTRATION

1. Approval of minutes of the February 11, 2002 meeting.

II. ACCOUNTING

2. Consideration of claims for the Water and Sewage Treatment Utilities.
3. Consideration of bids for testing & replacing (if necessary) cold water meters.
4. Report on request for proposals for elevated water tower.
5. Consideration of intrusion protection system for Wastewater Treatment Plant and Water Garage.

III. WATER OPERATIONS

6. Report on water distribution operations.
7. Report on water supply operations.
8. Report on Automated Meter Reading (AMR) System.
9. Demonstration of Geographic Information System (GIS) System (following meeting).

IV. SEWAGE TREATMENT OPERATIONS

10. Report on sewage treatment operations.

The next Water and Sewage Commission meeting will be held on April 8, 2002.

V. ADJOURNMENT

I. ADMINISTRATION

1. Approval of minutes of the February 11, 2002 meeting.

Motion made by Ann Shannon, seconded by Dave Eckholm to approve the minutes of the February 11, 2002 meeting.

Ayes all. Nays none. Motion carried.

II. ACCOUNTING

2. 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 11, 2002 meeting was \$1,095,643.73; the bank deposits since then were \$411,901.07. Checks issued since the February 11, 2002 meeting numbered 36279 through 36334 were in the amount of \$269,091.40. Checks numbered 36335 through 36355 for \$75,899.64 were presented for action on March 11, 2002. The net balance on hand March 11, 2002 was \$1,162,553.76.

Motion made by Dave Eckholm, seconded by Ann Shannon to approve the water utility claims 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 11, 2002 meeting was \$1,180,010.74; the bank deposits since then were \$158,576.79. Checks issued since the February 11, 2002 meeting numbered 22278 through 22308 were in the amount of \$36,417.65. Checks numbered 22309 through 22324 for \$16,940.98 were presented for action on March 11, 2002. The net balance on hand March 11, 2002 was \$1,285,228.90.

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

Ayes all. Nays none. Motion carried.

3. Consideration of bids for testing & replacing (if necessary) cold water meters.

Motion made by Ann Shannon, seconded by Dave Eckholm to approve Vanguard Utility Service Inc. as low bid for testing & replacing the water meters in the amounts as follows: 2002 Test Only - 3", 4", & 8" meters \$160.00; 2002 Test & Replace - 3" meters \$220.00, 4" 240.00, & 8" \$300.00; 2003 Test Only - 3", 4", & 8" meters \$170.00; 2003 Test & Replace - 3" meters \$230.00, 4" meters \$250.00, & 8" meters \$320.00.

Ayes all. Nays none. Motion carried.

4. Report on request for proposals for elevated water tower.

Greg sent out requests for proposals to four engineering firms Earth Tech, Ruekert & Muelke, Baxter & Woodman, and Bonestro Rosene Anderlick & Associates. They have until April 12, 2002 to turn in their proposals.

5. Consideration of intrusion protection system for Wastewater Treatment Plant and Water Garage.

Greg stated that all of the Water Department buildings are alarmed except for the garage and the Wastewater Treatment Plant. The intrusion protection system will consist of sensors for the windows, doors, and for interior motion.

Motion made by Ann Shannon, seconded by Dave Eckholm to approve the installation of the intrusion protection system by Horgan for the Wastewater Treatment Plant in the amount of \$8,000 and for the Water Garage in the amount of \$1,700.

Ayes all. Nays none. Motion carried.

III. WATER OPERATIONS

6. Report on water distribution operations.

The report was distributed.

A total of 0 valves were operated in February 2002.

A total of 72 business properties have been checked for backflow preventors in February 2002 for a total of 142 in 2002.

7. Report on water supply operation.

Our pumpage in February was 179,284,000 gallons, an increase of 2,997,000 gallons of water from February 2001.

The Drinking Water System Monitoring Report was also provided to the Commissioners showing what we have to test for this year on the 2002 Drinking Water Monitoring requirements.

8. Report on Automated Meter Reading (AMR) System.

Kim stated that we had a conference call with Wisconsin Public Service regarding an exit plan to help establish who will be completing the remaining meters. Kim also stated that they are working on an operation maintenance plan.

Greg stated that we are still waiting for the large meter contract.

9. Demonstration of Geographic Information System (GIS) (following the meeting).

A demonstration of the Geographic Information System was given to the Commissioners.

IV. SEWAGE TREATMENT OPERATIONS

10. Report on sewage treatment operations.

B.O.D. (6.17 ppm), Phosphorus (1.13 ppm) and Suspended Solid (6.91 ppm), limits were met for the month of February 2002.

A letter was received from Joe Behlen, Area Wastewater Engineer for the DNR, regarding the 2001 Compliance Maintenance Annual Report. The letter stated that our CMAR generated 59 points which would place our treatment plant in the "Voluntary Range". Normally that means no action is required, but the DNR is requiring action at this time.

Greg and Paul Adamski will be having a meeting with Joe Behlen regarding this letter later this month.

Greg received the data from CPC Engineering that they collected from the UWSP Debot Center and University Center. Greg noticed that there was a problem with the flows on the data that he received so he contacted CPC Engineering to notify them of the problem. CPC will review the results and get back to him.

V. ADJOURNMENT

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

Ayes all. Nays none. Motion carried.

MEETING ADJOURNED

12:50 pm

BOARD OF WATER AND SEWAGE COMMISSIONERS

EUGENE TUBBS, SECRETARY

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