

Meeting Minutes

Board of Water and Sewage Commissioners

Monday, May 7, 2001

12:00 P.M. PRESENT: W. Scott Schultz, Dave Eckholm, Paul Adamski, and Ann Shannon.

ALSO PRESENT: Greg Disher, Kim Halverson, Jaime Zdroik, Louis Molepske - City Attorney, Al Herrman - Wisconsin Public Service, Paul Chronis - Stevens Point Journal, and John Andres - Virchow, Krause & Co.

EXCUSED ABSENCE: Eugene Tubbs

I. ADMINISTRATION

1. Approval of minutes of the April 9, 2001 meeting.

Motion made by Paul Adamski, seconded by Ann Shannon to approve the minutes of the April 9, 2001 meeting.

Ayes all. Nays none. Motion carried.

II. ACCOUNTING

2. Adjourn to closed session pursuant to Wisconsin Statutes Section 19.85(1)(e) to discuss Automated Meter Reading Contract.

Motion made by Paul Adamski, seconded by Ann Shannon to adjourn into closed session.

Roll Call: Ayes: Paul Adamski, Ann Shannon, Dave Eckholm

Nays: None. Motion carried.

3. Reconvene into open session for possible action on AMR Contract.

Motion made by Paul Adamski, seconded by Ann Shannon to reconvene into open session.

Roll Call: Ayes: W. Scott Schultz, Paul Adamski, Ann Shannon, Dave Eckholm

Nays: None. Motion carried.

The Commission requested the City Attorney, Louie Molepske, to investigate this further.

The Commission would also like to see an itemized spreadsheet from Wisconsin Public Service showing bid costs, actual costs, and proposed costs.

This item will be brought back at next month's meeting.

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

Scott Schultz presented the statement of claims for the Water Utility for April. The balance on hand after the April 9, 2001 meeting was \$871,959.18; the bank deposits since then were (Not Available). Checks issued since the April 9, 2001 meeting numbered 35409 through 35483 & 35498 were in the amount of \$828,833.29. Checks numbered 35484 through 35497 for \$23,865.69 were presented for action on May 7, 2001. The net balance on hand May 7, 2001 was \$19,260.20.

Motion made by Dave Eckholm, seconded by Paul Adamski to approve the water utility claims as audited and read.

Ayes all. Nays none. Motion carried.

Scott Schultz also presented the statement of claims for the Sewage Treatment Utility for April. The balance on hand after the April 9, 2001 meeting was \$1,267,029.18; the bank deposits since then were (Not Available). Checks issued since the April 9, 2001 meeting numbered 21659 through 21696 were in the amount of \$85,337.90. Checks numbered 21697 through 21701 for \$2,297.53 were presented for action on May 7, 2001. The net balance on hand May 7, 2001 was \$1,179,393.75.

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

Ayes all. Nays none. Motion carried.

5. Consideration of building a 500,000 gallon elevated water tower with associated connecting water mains.

Greg stated that in August of last year the Commission wanted to postpone the decision of building a second elevated water tower until May 2001. In the discussions held back in August there were two alternatives, using Variable Speed Pumps or building a new, elevated water tower. At that time the Commission decided not to go ahead with using Variable Speed Pumps because there was a possibility that they might not work. There were also other reasons for postponing the decision, like the possibility of the volume changing due to Stora Enso. Greg and Kim informed the Commission that they did not see a reduction from Stora Enso until this April. The slight reduction in volume seen in April from Stora Enso could be due to them having one of their machines down.

Kim explained the cash flows for the years of 2000 through 2003 that she created. The cash flows reflected a 25% and 50% reduction from Stora Enso and the purchase of a new water tower.

The Commission would like to see a list showing the key items that will either have to be added or that will be dropping off of the cash flows.

Greg will bring this item back next month with proposals from three different consulting firms.

The Commission would also like to see the summary of pros and cons of building or not building a new water tower that was provided to them in the meeting held back in August.

III. WATER OPERATIONS

6. Report on water distribution operations.

The report was distributed.

A total of 25 valves were operated in April 2001.

A total of 0 new business properties have been checked for backflow preventors in April 2001 for a total of 0 in 2001.

Greg stated that they should be pouring concrete on Clark St. and Minnesota Ave by the 9th or 10th of May. We did not have any problems with the water mains on this portion of Phase II of Highway 10.

7. Report on water supply operation.

Our pumpage in April was 175,547,000 gallons, a decrease of 16,427,000 gallons of water from April 2000.

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

Kim stated that we have been working closely with staff from WPS in Green Bay. There will be a conference call tomorrow to try to resolve reporting problems between WPS and Sentry Insurance. Our crews have been trying to get meters exchanged at residences where they have already made two or three attempts. The gas department from WPS has also been trying to wire our water meters so we won't have to bother customer more than once.

9. Report on Geographic Information System (GIS) & Demonstration.

Kim explained that the changes in the budget were due to the implementation of Phase 2 Wireless Intranet and the Server. We received map from Earth Tech and we were not satisfied with the way they looked. There were no street names or addresses and the services were not located properly in respect to the property lines, etc. We met with Earth Tech a couple of weeks ago regarding these issues. Earth Tech is currently correcting the maps.

IV. SEWAGE TREATMENT OPERATIONS

10. Consideration of sewage rate review as per Clean Water Fund Requirements.

As requested by the Commission, Kim received three proposals from firms to perform the sewage rate review, one from Virchow, Krause & Co.; Clifton Gunderson LLP; and Strand Associates, Inc.

Motion made by Dave Eckholm, seconded by Ann Shannon to approve Clifton Gunderson LLP as low quote in the amount of \$7,500 to perform the sewage rate review as per Clean Water Fund Requirements.

Ayes all. Nays none. Motion carried.

11. Report on sewage treatment operations.

B.O.D. (5.57 ppm), Phosphorus (1.26 ppm) and Suspended Solid (6.91 ppm), limits were met for the month of April 2001.

V. ADJOURNMENT

Motion made by Paul Adamski, seconded by Ann Shannon to adjourn.

Ayes all. Nays none. Motion carried.

MEETING ADJOURNED

1:10 pm

BOARD OF WATER AND SEWAGE COMMISSIONERS

W. SCOTT SCHULTZ, PRESIDENT

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Bottom of Form