

Meeting Minutes
Board of Water and Sewage Commissioners
Monday, September 10, 2001
12:00 P.M.

PRESENT: Paul Adamski, Eugene Tubbs, Dave Eckholm, Ann Shannon, and Ed Bancker.

ALSO PRESENT: Greg Disher, Kim Halverson, Jaime Zdroik, Don Ceplina, Pat Planton Earth Tech, and Joe Behlen Department of Natural Resources.

I. ADMINISTRATION

1. Approval of minutes of the August 15, 2001 meeting.

Motion made by Dave Eckholm, seconded by Eugene Tubbs to approve the minutes of the August 15, 2001 meeting.

Ayes all. Nays none. Motion carried.

2. Consideration of license for County to use real estate adjacent to Plover River for ski trail.

Motion made by Eugene Tubbs, seconded by Ann Shannon to approve the renewal of the license for the County to use real estate adjacent to Plover River for ski trail.

Ayes all. Nays none. Motion carried.

II. ACCOUNTING

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

Paul Adamski presented the statement of claims for the Water Utility for August. The balance on hand after the August 15, 2001 meeting was \$852,151.70; the bank deposits since then were \$462,746.46. Checks issued since the August 15, 2001 meeting numbered 35774 through 35834 were in the amount of \$237,058.98. Checks numbered 35835 through 35861 for \$38,802.37 were presented for action on September 10, 2001. The net balance on hand September 10, 2001 was \$1,039,036.81.

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

Ayes all. Nays none. Motion carried.

Paul Adamski also presented the statement of claims for the Sewage Treatment Utility for August. The balance on hand after the August 15, 2001 meeting was \$857,867.26; the bank deposits since then were \$222,273.14. Checks issued since the August 15, 2001 meeting numbered 21917 through 21958 were in the amount of \$110,848.93. Checks numbered 21959 through 21974 for \$14,749.68 were presented for action on September 10, 2001. The net balance on hand September 10, 2001 was \$954,541.79.

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

Ayes all. Nays none. Motion carried.

III. WATER OPERATIONS

4. Report on Well #4.

The City Attorney was negotiating an amount for final payment of the remaining funds with the attorney for Eagle Construction. The City Attorney thought the remaining funds were \$60,000 and it is only \$37,752.08. Therefore, this matter will be addressed at the Finance Committee meeting.

5. Report on water study.

Pat Planton was present to provide the Commissioners with a status on the Water System Master Plan that Earth Tech is updating. Pat Planton explained the handouts that covered these areas of the Water System Master Plan:

Planning Assumption Population projections, SENA sales, PCBP development, US HWY 10 east, north & northeast, and future water utility service area

Water Needs Current sales, Per capita usage, Unaccounted for water, 2000 total pumpage, Industrial customer demand, and Maximum day pumpage

Major Upgrades Since 1996 Well 4 Treatment Plant, Well 6 Standby Generator, Clark Street Transmission Main, and Airport Well Field Transmission Main

System Evaluation Computer model updated & calibrated, System pressures, Fire flow requirements, System fire flows, Standby power, and Supply & Storage analysis

Project Schedule

Pat Planton stated that the total gallons sold in 1996 was 1.5 billion gallons and that increased to 2.3 billion gallons in 2000. He also stated that the percentage of unaccounted-for water has decreased since 1996 going from 15.3% to 10.6% in 2000.

Paul Adamski requested that Earth Tech include the GIS System and the Automated Meter Reading System in the Water System Master Update under Major System Upgrades since 1996. Paul would also like the total costs of all upgrades to be listed.

Earth Tech will be presenting the findings & recommendations to the Commission at the October 2001 meeting.

6. Report on water distribution operations.

The report was distributed.

A total of 15 valves were operated in August 2001.

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

7. Report on water supply operation.

Our pumpage in August was 275,351,000 gallons, an increase of 26,027,000 gallons of water from August 2000.

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

Kim stated that we have been doing some trouble shooting with Sargent Electric on meters where we were not getting reads. WPS is scheduling appointments at properties we were having trouble getting into to. Sargent is also working longer hours.

The Commissioners would like to get a report from the City Attorney in a closed session next month regarding the Automated Meter Reading System contract change proposal that is being negotiated.

9. Report on Geographic Information System (GIS).

Kim stated that Earth Tech has matched as many services with the parcels as they could and now we have to manually match approximately 6,000 remaining services that Earth Tech could not match. Services that did not match properly were properties with duplicate services, or parcels with no addresses etc.

Kim also stated that Water Department personnel went to Gamber Johnson to check on the options for mounting laptops for use in the trucks.

IV. SEWAGE TREATMENT OPERATIONS

10. Report on sewage treatment operations.

B.O.D. (3.83 ppm), Phosphorus (0.14 ppm) and Suspended Solid (4.05 ppm), limits were met for the month of August 2001.

Joe Behlen from the Department of Natural Resources was present at the meeting. He wanted to make sure we were moving ahead and trying to find the source of the high loadings to the plant, by sampling manholes of restaurants, etc.

Don stated that the discharge permit was met again this month. Don also stated that they are doing some sampling and the City sewer crew is cleaning the manholes and pipes to cut down on debris for sampling purposes. Next month we will be looking into spreading the biosolids. The sludge thickener is still cutting down on truckloads of biosolids that will be taken from the plant.

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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