

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

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

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

EXCUSED ABSENCE: Paul Adamski

#### I. ADMINISTRATION

1. Approval of minutes of the October 8, 2001 meeting.

Motion made by Dave Eckholm, seconded by Ed Bancker to approve the minutes of the October 8, 2001 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 October. The balance on hand after the October 8, 2001 meeting was \$1,052,977.52; the bank deposits since then were \$750,925.77. Checks issued since the October 8, 2001 meeting numbered 35948 through 36014 were in the amount of \$557,712.70. Checks numbered 36015 through 36044 for \$54,082.78 were presented for action on November 12, 2001. The net balance on hand November 12, 2001 was \$1,192,107.81.

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 October. The balance on hand after the October 8, 2001 meeting was \$975,127.99; the bank deposits since then were \$326,917.54. Checks issued since the October 8, 2001 meeting numbered 22021 through 22071 were in the amount of \$336,990.80. Checks numbered 22072 through 22095 for \$105,557.32 were presented for action on November 12, 2001. The net balance on hand November 12, 2001 was \$859,497.41.

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. Discussion and action on safety compliance audit.

Kim stated that management has attended several seminars where there have been discussions regarding Department of Commerce Safety Regulations and Inspections. Alpha Terra Science, Inc. would perform a safety assessment which would include; an evaluation of any safety related documents or policies; a walk through of the facilities; and a review of record keeping practices. Then they would make suggestions for improvements where appropriate.

Motion made by Ann Shannon, seconded by Ed Bancker to approve a safety compliance audit by Alpha Terra Science, Inc. in the amount of \$1,975.00.

Ayes all. Nays none. Motion carried.

#### III. WATER OPERATIONS

4. Report on water distribution operations.

The report was distributed.

A total of 2 valves were operated in October 2001.

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

5. Report on water supply operation.

Our pumpage in October was 200,034,000 gallons, a decrease of 27,556,000 gallons of water from October 2000.

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

Kim stated that we received a letter late Friday from the attorney for Wisconsin Public Service regarding the pricing for the contract change proposal. An update on the contract change proposal will be brought back at next months meeting.

Kim also stated that we have an intern and a part-time employee working on the meter exchanges.

Wisconsin Public Service is doing a survey of where the large meters are located and to see which application would work best to obtain readings from those meters.

7. Report on Geographic Information System (GIS).

Kim stated that we are still working on the map, matching the services with the parcels in order to link those features to the service data base.

We are having an all day meeting tomorrow evaluating the software of different vendors for inventory control and financials.

#### IV. SEWAGE TREATMENT OPERATIONS

8. Discussion and action sewer rate review.

Michael Lensmire from Clifton Gunderson LLP presented the sewer rate study.

Motion made by Dave Eckholm, seconded by Ann Shannon to accept the new rate study changes as listed on the schedule and to forward to the City Council.

Ayes all. Nays none. Motion carried.

Note: See sewer rate explanation attached to minutes.

9. Report on sewage treatment operations.

B.O.D. (4.15 ppm), Phosphorus (0.36 ppm) and Suspended Solid (5.27 ppm), limits were met for the month of October 2001.

Don stated that we were over our limit for BOD this month. More polymer will be purchased to thicken the biosolids that we are producing so we don't exceed the 180 day storage in the tanks.

Don also stated that there were elevated levels of BOD's and suspended solids found when sampling the manholes on the East side of town (Hwy. 10E). The elevated levels of BOD's and suspended solids cannot be directed solely towards the restaurants on the East side of town because the manholes that were sampled are for several other businesses in that area as well.

Greg feels that if UWSP installs the chippers that may solve the problems of the high loads to the sewage plant.

#### V. ADJOURNMENT

Motion made by Dave Eckholm, seconded by Ed Bancker to adjourn.

Ayes all. Nays none. Motion carried.

MEETING ADJOURNED

12:56 pm

#### BOARD OF WATER AND SEWAGE COMMISSIONERS

EUGENE TUBBS, SECRETARY

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