

Meeting Minutes

Board of Water and Sewage Commissioners

Monday, May 8, 2000

12:00 P.M.

PRESENT: W. Scott Schultz, Eugene Tubbs, Paul Adamski, Dave Eckholm and Richard Letto.

ALSO PRESENT: Greg Disher, Kim Halverson, Jaime Zdroik, Pat Planton of Earth Tech, and Cliff Wiernik of Virchow, Krause & Company.

INDEX TO MINUTES

I. ADMINISTRATION

1. Approval of minutes of the April 10, 2000 meeting.
2. Consideration of changing June meeting to the 13th of June.

II. ACCOUNTING

3. Report on 1999 audits for the Water and Wastewater Departments.
4. Consideration of claims for the Water & Sewage Treatment Utilities.

III. CUSTOMER SERVICE

5. Report on metering and billing.

IV. WATER OPERATIONS

6. Report on water distribution operations.
7. Report on water supply operation.
8. Report on Well #4.
9. Report on Automatic Meter Reading (AMR) System.
10. Report on Geographic Information System (GIS).
11. Report on Variable Speed Feasibility Study.

V. SEWAGE TREATMENT OPERATIONS

12. Report on WPDES which expires on June 30, 2000.
13. Report on sewage treatment operations.

VI. ADJOURNMENT

MINUTES

I. ADMINISTRATION

1. Approval of minutes of the April 10, 2000 meeting.

Motion made by Eugene Tubbs, seconded by Richard Letto to approve the minutes of the April 10, 2000 meeting.

Ayes all. Nays none. Motion carried.

2. Consideration of changing June meeting to the 13th of June.

All Commissioners agreed to change the June meeting to Tuesday, June 13, 2000.

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II. ACCOUNTING

3. Report on 1999 audits for the Water and Wastewater Departments.

Cliff Wiernik from Virchow, Krause & Company, presented the 1999 audits for the Water & Wastewater Departments.

Motion made by Paul Adamski, seconded by Richard Letto to approve the 1999 audits for the Water and Wastewater Departments.

Ayes all. Nays none. Motion carried.

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

W. Scott Schultz presented the statement of claims for the Water Utility for April. The balance on hand after the April 10, 2000 meeting was \$1,458,060.42; the bank deposits since then were \$700,851.40. Checks issued since the April 10, 2000 meeting numbered 34389 through 34450 were in the amount of \$578,229.28. Checks numbered 34451 through 34478 for \$220,628.36 were presented for action on May 8, 2000. The net balance on hand May 8, 2000 is \$1,360,054.18.

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

Ayes all. Nays none. Motion carried.

Mr. Schultz also presented the statement of claims for the Sewage Treatment Utility for April. The balance on hand after the April 10, 2000 meeting was \$689,979.88; the bank deposits since then were \$284,033.65. Checks issued since the April 10, 2000 meeting numbered 20937 through 20969 were in the amount of \$72,271.29. Checks numbered 20670 through 20688 for \$26,395.08 were presented for action on May 8, 2000. The net balance on hand May 8, 2000 was \$875,347.16.

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

Ayes all. Nays none. Motion carried.

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III. CUSTOMER SERVICE

5. Report on metering and billing.

There were 7 outside readers installed in April 2000.

There were 2,599 meters read and billed in April 2000.

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IV. WATER OPERATIONS

6. Report on water distribution operations.

The report was distributed.

A total of 0 valves were operated in April 2000.

A total of 0 new business properties have been checked for backflow preventors in April 2000 for a total of 23 in 2000.

7. Report on water supply operation.

Our pumpage in April was 191,974,000 gallons, a decrease of 5,430,000 gallons of water from April 1999.

8. Report on Well #4.

Earth Tech is still looking into why the new Hi-Lift pump is not pumping at a rate of 1500 gallons per minute.

9. Report on Automatic Meter Reading (AMR) System.

We have 3 different firms located in Michigan, Minnesota and Wisconsin trying to find used outside readers. These will be used by the installation crews.

We still are waiting for the contract from Wisconsin Public Service. We will be receiving the contract after their legal advisors approve it.

10. Report on Geographic Information System (GIS).

Billie and Jaime went to ArcInfo8 training last week. Earth Tech is currently working on map conversion.

Jeff Hild, the city surveyor contacted Greg about possibly going in with the City in 2001 on a GPS (Global Positioning System). This would allow us to accurately locate our hydrants, valves, services & etc., using satellites.

11. Report on Variable Speed Feasibility Study.

Pat Planton of Earth Tech presented the Variable Speed Pump Feasibility Study. Study purpose: Investigate feasibility of reliably operating system for extended periods without Water Street Water Tower in service. The elevated tank needs to be inspected every 5 years. In order for the tank to have a full inspection the tank needs to be drained and dried. The last time it was inspected in 1995 there were \$30,000 in water main breaks due to water pressure surges. There is also the issue of having several customers without water. This study listed two alternatives. Alternative 1: Second Water Tower at an estimated cost of \$1,050,000 and Alternative 2: Operation Without Any Elevated Storage - installing Variable Frequency Drives, Pressure Control Valves, Pressure Relief Valves and Surge Suppressors at various locations at an estimated cost of \$160,000. Alternative 2 does not take into effect future system storage. Also, Alternative 2 increases operational complexity.

The Commissioners would like to see both alternatives and cash flows without Consolidated s consumption.

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V. SEWAGE TREATMENT OPERATIONS

12. Report on WPDES which expires on June 30, 2000.

The DNR is six to nine months behind in issuing permits.

13. Report on sewage treatment operations.

Reports could not be given this month due to computer failure.

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VI. ADJOURNMENT

Motion made by Paul Adamski, seconded by Richard Letto to adjourn.

Ayes all. Nays none. Motion carried.

MEETING ADJOURNED

1:30 pm

BOARD OF WATER AND SEWAGE COMMISSIONERS

EUGENE TUBBS, SECRETARY

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