

Meeting Minutes

Board of Water and Sewage Commissioners

Monday, June 5, 2000

12:00 P.M.

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

ALSO PRESENT: Greg Disher, Kim Halverson, Don Ceplina, Jaime Zdroik, and Pat Planton of Earth Tech.

Excused Absence: Paul Adamski

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I. ADMINISTRATION

1. Approval of minutes of the May 8, 2000 meeting.

II. ACCOUNTING

2. Consideration of claims for the Water & Sewage Treatment Utilities.

3. Consideration of Wilshire Blvd. Water Main Installation.

III. CUSTOMER SERVICE

4. Report on metering and billing.

IV. WATER OPERATIONS

5. Report on water distribution operations.

6. Report on water supply operation.

7. Report on Well #4.

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

9. Report on Geographic Information System (GIS).

10. Report on Variable Speed Feasibility Study.

V. SEWAGE TREATMENT OPERATIONS

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

12. Report on sewage treatment operations.

VI. ADJOURNMENT

MINUTES

I. ADMINISTRATION

1. Approval of minutes of the May 8, 2000 meeting.

Motion made by Richard Letto, seconded by Eugene Tubbs to approve the minutes of the May 8, 2000 meeting.

Ayes all. Nays none. Motion carried.

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II. ACCOUNTING

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

W. Scott Schultz presented the statement of claims for the Water Utility for May. The balance on hand after the May 8, 2000 meeting was \$1,360,054.18; the bank deposits since then were (Information not available as of meeting date). Checks issued since the May 8, 2000 meeting numbered 34479 through 34531 were in the amount of \$311,219.87. Checks numbered 34532 through 34544 for \$17,711.57 were presented for action on June 5, 2000. The net balance on hand June 5, 2000 is (Information not available as of meeting date).

Motion made by Richard Letto, 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 May. The balance on hand after the May 8, 2000 meeting was \$875,347.16; the bank deposits since then were (Information not available as of meeting date). Checks issued since the May 8, 2000 meeting numbered 20989 through 21030 were in the amount of \$399,419.21. Checks numbered 21031 through 21040 for \$8,789.25 were presented for action on June 5, 2000. The net balance on hand June 5, 2000 was (Information not available as of meeting date).

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

Ayes all. Nays none. Motion carried.

3. Consideration of Wilshire Blvd. Water Main Installation.

Installing the main on Wilshire Blvd. would improve the circulation between Maria Dr. & Hwy 66 and it would also eliminate two dead ends.

Motion made by Richard Letto, seconded by Eugene Tubbs to approve the water main installation on Wilshire Blvd. for an approximate amount of \$30,000.00.

Ayes all. Nays none. Motion carried.

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III. CUSTOMER SERVICE

4. Report on metering and billing.

There were 11 outside readers installed in May 2000.

There were 2,758 meters read and billed in May 2000.

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IV. WATER OPERATIONS

5. Report on water distribution operations.

The report was distributed.

A total of 2 valves were operated in May 2000.

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

The Commission requested that a map be presented once or twice a year showing the construction projects.

6. Report on water supply operation.

No information available at this time.

7. Report on Well #4.

There is a leak in the roof of the control room that will be fixed.

Usemeo will be doing a pump test on the Hi-Lift pump to ensure that the factory data is correct.

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

We are still waiting to receive the contract from Wisconsin Public Service. They want to start the project sometime in June.

9. Report on Geographic Information System (GIS).

A meeting was held with Paul Sommers from Earth Tech last week. Paul is creating a template for the data input of the information on our valve cards. We will be hiring someone to start the data input July 5, 2000.

The Commissioners would like to see a Percent of Task Complete column added to the monthly report.

10. Report on Variable Speed Feasibility Study.

The Commissioners would like to see a list of the Pros & Cons of Alternative 1 - Second Water Tower and Alternative 2 - Operation Without Any Elevated Storage - installing Variable Frequency Drives, Pressure Control Valves, Pressure Relief Valves and Surge Suppressors; current debt load & when it expires; and the projected revenues.

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V. SEWAGE TREATMENT OPERATIONS

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

Greg and Don met with Joe Behlen from the Department of Natural Resources regarding the WPDES Permit. Greg and Don believe there were any large scale adjustments like there was when this was done in 1995.

12. Report on sewage treatment operations.

Reports could not be given this month due to computer failure. However, Don gave a verbal report that our permit limits were met.

The piping is done for the rotary drum thickener. Don just ordered two pumps with a 4 to 6 week delivery. That is what is holding the project up right now. Don estimates that the rotary drum thickener will be up and running at the end of the summer or early fall.

Don is also investigating the cost of producing Class A Sludge. Right now our sludge is Class B. If we produce Class A sludge people could buy it and use it on their lawn & gardens.

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VI. ADJOURNMENT

Motion made by Eugene Tubbs, seconded by Richard Letto 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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