

Meeting Minutes
Board of Water and Sewage Commissioners
Monday, September 11, 2000
12:00 P.M.
PRESENT: W. Scott Schultz, Paul Adamski, Dave Eckholm and Richard Letto.

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

Absent: Eugene Tubbs
INDEX TO MINUTES

I. ADMINISTRATION

1. Approval of minutes of the August 14, 2000 meeting.

II. ACCOUNTING

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

III. CUSTOMER SERVICE

3. Report on metering and billing.

IV. WATER OPERATIONS

4. Consideration of building a secure area with chain link fence.

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).

V. SEWAGE TREATMENT OPERATIONS

10. Consideration of an Operation Needs Review or Facility Plan with Strand Associates.

11. Consideration of purchasing a polymer feed pump.

12. Report on sewage treatment operations.

VI. PERSONNEL

13. Rick Letto Swan Song

VII. ADJOURNMENT

MINUTES

I. ADMINISTRATION

1. Approval of minutes of the August 14, 2000 meeting.

Motion made by Paul Adamski, seconded by Rick Letto to approve the minutes of the August 14, 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 August. The balance on hand after the August 14, 2000 meeting was \$1,033,286.56; the bank deposits since then were \$604,711.94. Checks issued since the August 14, 2000 meeting numbered 34739 through 34779 were in the amount of \$217,848.89. Checks numbered 34780 through 34813 for \$56,945.79 were presented for action on September 11, 2000. The net balance on hand September 11, 2000 is \$1,363,203.82.

Motion made by Richard Letto, seconded by Paul Adamski 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 August. The balance on hand after the August 14, 2000 meeting was \$701,513.10; the bank deposits since then were \$173,547.53. Checks issued since the August 14, 2000 meeting numbered 21183 through 21214 were in the amount of \$69,344.33. Checks numbered 21215 through 21236 for \$18,073.13 were presented for action on September 11, 2000. The net balance on hand September 11, 2000 was \$787,643.17.

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

Ayes all. Nays none. Motion carried.

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III. CUSTOMER SERVICE

3. Report on metering and billing.

There were 12 outside readers installed in August 2000.

There were 2,756 meters read and billed in August 2000.

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IV. WATER OPERATIONS

4. Consideration of building a secure area with chain link fencing.

Greg recommended we build a 40' x 40' chain link fence with a 12' wide gate to provide a secure area for our manhole and hydrant castings, propane tanks and flammables.

Motion made by Paul Adamski, seconded by Dave Eckholm to accept the bids from Security Fence in the amount of \$1,853.00 and Wroblewski Concrete in the amount of \$4,800.00 to build the secure area.

Ayes all. Nays none. Motion carried.

5. Report on water distribution operations.

The report was distributed.

A total of 42 valves were operated in August 2000.

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

The contractor had the water main pressure underneath the bridge on Highway 10 up to 105psi and it deflected and started to leak. The contractor came up with a better solution on how to brace the water main underneath the bridge. The contractor should have the material in a couple of weeks.

Second St. will be completed tomorrow and then everyone should be off house to house connections.

6. Report on water supply operation.

Our pumpage in August was 249,324,000 gallons, a decrease of 5,683,000 gallons of water from August 1999.

7. Report on Well #4.

Eagle construction has some minor painting to do and they need to replace the backwash fluid meter with a doppler meter.

Motion made by Dave Eckholm, seconded by Paul Adamski to negotiate with Eagle construction for liquidated damages for approximately \$24,000.00.

Ayes all. Nays none. Motion carried.

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

Kim stated the project is moving along slowly. Sargent Electric was having trouble hiring employees. Sargent is completing about 12 to 27 meters per day. They should start doing about 90 meters per day. The plumber started meter exchanges on Friday.

Kim will contact Al Herrman from Wisconsin Public Service to talk about possibly re-adjusting the payment schedule.

9. Report on Geographic Information System (GIS).

Kim stated the project is going along fine. The hydrant and valve data bases have been compared and we are looking into the discrepancies that were found. Earth Tech will be doing some scanning for us. Earth Tech has faster equipment for scanning so that will speed up the process and it will also cut the cost in half compared to having the temporaries do the scanning.

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V. SEWAGE TREATMENT OPERATIONS

10. Consideration of an Operation Needs Review or Facility Plan with Strand Associates.

We will be sampling 9 manhole locations in the City. Our lab will not be able to handle the amount of sample bottles this project will require, so Don contacted UWSP and Envirosan to see if they would consider doing the testing. We haven't heard back from them yet. The samplers will cost about \$6,000.00. We will be renting the flow meters from Strand to put in the sewer manholes with the sewage samplers. The sampling will last for 8 days, then we will have a database to see where the high loads are coming from. Strand Associates estimate the engineering costs to be \$7,000.00 to \$8,000.00.

This fall Greg and Don will be going to various restaurants to find out if they use food grinders or if they dispose food in the garbage. They might require certain restaurants that have high loads to install a sampling manhole at their cost.

Motion made by Richard Letto, seconded by Paul Adamski to approve the sewer system flow and sampling program in an effort to find the sources of high loadings for approximately \$8,000.00.

Ayes all. Nays none. Motion carried.

11. Consideration of purchasing a polymer feed pump.

Motion made by Paul Adamski, seconded by Richard Letto to approve the purchase of the polymer feed pump for \$5,800.00.

Ayes all. Nays none. Motion carried.

The Commissioners would like to see a comparison of the cost of hauling sludge before and after the thickener was installed.

12. Report on sewage treatment operations.

B.O.D. (4.75 ppm), Suspended Solid (5.26 ppm), and Phosphorus level (.28) limits were met for the month of August 2000.

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VI. PERSONNEL

13. Rick Letto Swan Song

Rick Letto is enrolled in the Executive MBA program in Madison and is leaving the Commission. Mr. Schultz presented Rick Letto with a plaque for serving on the Water & Sewage Commission.

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VII. ADJOURNMENT

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

Ayes all. Nays none. Motion carried.

MEETING ADJOURNED

12:50 pm

BOARD OF WATER AND SEWAGE COMMISSIONERS

W. SCOTT SCHULTZ, PRESIDENT

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