

Meeting Minutes  
Board of Water and Sewage Commissioners  
Monday, June 14, 1999  
12:00 P.M.

MINUTES

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

ALSO PRESENT: Greg Disher, Kim Halverson, Don Ceplina, Jeffrey Galbraith of Earth Tech, Michael Resch, Deb Wirtz and Al Herrman of Wisconsin Public Service, Lisa Jakusz, City Personnel Specialist, and Therese Freiberg, Portage County Personnel Director.

EXCUSED ABSENCE: Gene Tubbs and Paul Adamski

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I. ADMINISTRATION

1. Approval of minutes of the May 10, 1999 meeting.
2. Ratification of Union Contract.

II. ACCOUNTING

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

III. CUSTOMER SERVICE

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IV. WATER OPERATIONS

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10. Report on sewage treatment operations.

VI. ADJOURNMENT

MINUTES

I. ADMINISTRATION

1. Approval of minutes of the May 10, 1999 meeting.

Motion made by Dave Eckholm, seconded by Richard Letto to approve the minutes of the May 10, 1999 meeting.

Ayes all. Nays none. Motion carried.

2. Ratification of Union Contract.

The board was presented a 2 year tentative agreement with a 3% across the board raise with parity adjustments for 3 groups.

Motion made by Dave Eckholm, seconded by Richard Letto to approve the contract.

Ayes all. Nays none. Motion carried.

II. ACCOUNTING

3. Report on automatic reading system in conjunction with WPS.

Al Herrman from Wisconsin Public Service discussed the Automatic Meter Reading System. The equipment WPS will be installing on their meters will be from DCSI.

The earliest our municipality could be serviced is the first-quarter of 2000.

Cost information will be provided within 45 days.

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

Scott Schultz presented the statement of claims for the Water Utility for June. The balance on hand after the May 10, 1999 meeting was \$466,681.17; the bank deposits since then were \$1,034,871.84. Checks issued since the May 10, 1999 meeting numbered 33442 through 33507 were in the amount of \$284,945.82. Checks numbered 33508 through 33539 for \$185,172.45 were presented for action on June 14, 1999. The net balance on hand June 14, 1999 is \$373,787.38.

Motion made by Rick Letto, seconded by Dave Eckholm 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 June. The balance on hand after the May 10, 1999 meeting was \$846,975.63; the bank deposits since then were \$157,285.44. Checks issued since the May 10, 1999 meeting numbered 20237 through 20282 were in the amount of \$147,138.28. Checks numbered 20283 through 20309 for \$29,528.90 were presented for action on June 14, 1999. The net balance on hand June 14, 1999 was \$318,781.95.

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

Ayes all. Nays none. Motion carried.

III. CUSTOMER SERVICE

5. Report on metering and billing.

There were 2,733 meters read and billed in May 1999.

There were 12 outside readers installed in May for a total of 39 in 1999.

IV. WATER OPERATIONS

6. Report on cathodic protection in elevated tank.

The commission was informed by Greg that the cathodic protection system is laying on the bottom of the tank. We had an inspector from Harco, the company who installs and does yearly checks on that system, here in May. He said the system is still working but not at 100%. In order for Harco to fix the cathodic protection system we would have to have the tank empty for several days. Greg called Liquid Engineering, the firm which checked the interior in May, to find out if they could fix the protection system while the tank had water in it. They said that they couldn't do it because the diver that did the original inspection said that some of the rings on the side of the tank were off too.

Gregg told the commission that the paint on the exterior is peeling. In the next three years or so we will have to paint the interior and exterior. Greg suggested that he bring back in July, a consideration to build another elevated tank. The commissioners present agreed.

7. Report on water distribution operations.

Report distributed.

A total of 46 valves were operated in May 1999 for a total of 168 in 1999.

A total of 0 new business properties have been checked for backflow preventors in May 1999 for a total of 0 in 1999.

Greg gave the Commission a progress report stating that the natural gas line was installed from well #9 to #6 and that the generator is in production and should be done within the month.

Greg also stated that he called Thomas Electric to run the electric line from well #9 to #6. He also contacted all other suppliers to notify them to complete their work.

8. Report on water supply operation.

Our pumpage in May was 225,341,000 gallons, a decrease of 44,020,000 gallons of water from May 1998.

9. Report on Well #4.

Jeff Galbraith gave the Commission a progress report on how the construction was going. Everything is going well.

V. SEWAGE TREATMENT OPERATIONS

10. Report on sewage treatment operations.

B.O.D. (4.13 ppm), Suspended Solid (8.71 ppm), and Phosphorus level (.39) limits were met for the month of May 1999.

Don told the Commission that the report has not come back yet for the gravity belt thickener. He stated that there will be a report done on the pros and cons of each for next month's meeting.

VI. ADJOURNMENT

Motion made by Richard Letto, seconded by Dave Eckholm to adjourn.

Ayes all. Nays none. Motion carried.

MEETING ADJOURNED

1:12 p.m.

BOARD OF WATER AND SEWAGE COMMISSIONERS

W. SCOTT SCHULTZ, PRESIDENT

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