

City of Stevens Point
Board of Water and Sewerage Commissioners
Wednesday, April 10, 2019
12:00 P.M.

MINUTES

PRESENT: Paul Adamski, Mae Nachman and Ray Schmidt

ALSO PRESENT: Joel Lemke, Eric Southworth, Chris Lefebvre, Rob Molski, Mary Klesmith and Jaime Zdroik

EXCUSED ABSENCE: Carl Rasmussen and Anna Haines

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ADMINISTRATION

1. Approval of minutes of the March 11, 2019 meeting.

Motion made by Ray Schmidt, seconded by Mae Nachman to approve the minutes of the March 11, 2019 Water & Sewerage Commission meeting.

Ayes all. Nays none. Motion carried.

II. ACCOUNTING

2. Discussion and possible action on approval of department claims.

WATER DEPARTMENT

Paul Adamski presented the statement of claims for the Water Utility for March. The balance as of March 1, 2019 was \$2,536,051.12; the bank deposits recorded in March 2019 were \$835,798.36. Checks issued March 2019 numbered 53062 through 53134 were in the amount of \$820,391.70. The net balance on hand March 31, 2019 was \$2,551,457.78.

WASTEWATER DEPARTMENT

Paul Adamski presented the statement of claims for the Sewage Treatment Utility for March. The balance as of March 1, 2019 was \$7,463,470.26; the bank deposits recorded in March 2019 were \$361,026.32. Checks issued March 2019 numbered 33684 through 33740 were in the amount of \$1,343,744.43. The net balance on hand March 31, 2019 was \$6,480,752.15.

STORMWATER DEPARTMENT

Paul Adamski presented the statement of claims for the Stormwater Utility for March. The balance as of March 1, 2019 was \$957,915.40. The bank deposits recorded in March 2019 were \$101,273.22. Checks issued March 2019 numbered 2414 through 2439 were in the amount of \$379,946.43. The net balance on hand March 31, 2019 was \$679,242.19.

Motion made by Mae Nachman seconded by Ray Schmidt to approve the department claims for March 2019 as audited and read.

Ayes all. Nays none. Motion carried.

3. **Discussion and possible action on awarding the Sanitary Sewer Lining Project #19-10 to Visu-Sewer of Pewaukee, WI in the amount not to exceed \$212,948.35.**

Joel explained that we received 5 bids. The change order contingency is normally 15% but for this project it is at 7%, due to what we budgeted for in our Capital Improvements & Maintenance Plan. We are still under what was approved in the Capital Improvements for this year with this project and the sewer lining spot repair that we are also asking approval for in the next agenda item.

Motion made by Mae Nachman, seconded by Ray Schmidt to approve awarding the Sanitary Sewer Lining Project #19-10 to Visu-Sewer of Pewaukee, WI in the amount not to exceed \$212,948.35.

Ayes all. Nays none. Motion carried.

4. **Discussion and possible action on approving quote from Hydro-Klean of Rogers, MN to perform sewer lining spot repairs in an amount not to exceed \$13,000.00.**

Motion made by Ray Schmidt, seconded by Mae Nachman to approve the quote from Hydro-Klean of Rogers, MN to perform sewer lining spot repairs in an amount not to exceed \$13,000.00.

Ayes all. Nays none. Motion carried.

5. **Discussion and possible action on awarding the Lift Station Upgrade Project #19-03 to Pember Companies of Menomonie, WI in the amount not to exceed \$2,047,457.50.**

Joel stated we had two bidders. If we do all of the items highlighted in yellow on the bid tab, we would fall within dollars approved already through Capital for this year. Joel explained that the prices came in good so the Commission may want to consider amending the Capital Operations & Maintenance Plan to include an extra \$261,324 to include the bid for the lift station on Sunset as well. The biggest advantage to awarding the bid with the fifth location is that we would not see the extra cost of bidding another project just for the single lift station. We know we have favorable prices now and cannot guarantee that next year.

Paul agrees it would be cheaper to include the Sunset lift station as well now instead of bidding it out separately.

Motion made by Ray Schmidt, seconded by Mae Nachman to approve awarding the Lift Station Upgrade Project #19-03 to Pember Companies of Menomonie, WI with the addition of the Sunset lift station in the amount not to exceed \$2,047,457.50.

Ayes all. Nays none. Motion carried.

Ray would like a new bid tab generated for just the items we approved.

III. WATER OPERATIONS

6. Report on water distribution & water supply operations.

Eric thanked all staff, crews and office, on their efforts handling the flood event in March. The Commission also commended staff for their efforts during the flood events and stated they did a great job.

Eric stated that we are live now with the Cityworks software.

Our pumpage in March was 154,358,000 gallons, an increase of 5,588,000 gallons of water from March 2018.

The water operation report was distributed and reviewed for the month of March.

IV. SEWAGE TREATMENT OPERATIONS

7. Report on Collection System Maintenance.

Rob stated his crews were also helping with the flood event. They also attended training. It was a very busy month.

A report for the month of March was provided to the Commission.

8. Report on sewage treatment operations.

Chris pointed out on the charts that on March 14th they were taking in clear water from the flood event at the rate of 7 million gallons a day and the plant is only rated for 4.5 million gallons a day. Due to the flood event, we did exceed levels for the week but we did not violate our monthly permit levels.

We produced 64% of our own power in March, this is down due to biosolids mixing to get ready for the spring haul and the biogas generator was turned down while we wait for the new heat exchanger to arrive and be installed.

The Commission also commended the WWTP staff on their efforts handling the floods.

B.O.D. (10 average ppm), Phosphorus (.409 average ppm) and Suspended Solid (19.16 average ppm) limits were met for the month of March 2019.

9. **Discussion and possible action on the purchase and installation of a new backup generator for the WWTP.**

This generator was originally installed in 1971 and was scheduled to be replaced in 2021 using Replacement Fund dollars, unfortunately it failed outside of the capital cycle. Joel explained how the generator is a critical piece of equipment if total power is lost.

Quotes were received from Kraft Power, Caterpillar and Cummins for the purchase of the generator. Staff recommends going with the quote from Cummins due to their familiarity with the equipment and their excellent customer service.

Two quotes for removing the old generator and turnkey installation of the new Cummins generator. Dakota Electric came in \$10,000 less than Total Electric. Chris recommends going with the low bid from Dakota Electric.

Motion made by Ray Schmidt, seconded by Mae Nachman to approve the purchase and installation of a new backup generator in the amount of \$134,168.00 to be paid out of Replacement Fund dollars.

Ayes all. Nays none. Motion carried.

V. STORMWATER/CAN OPERATIONS

10. **Report on Stormwater/CAN operations.**

Rob reiterated how good of a job the crew did during the flood. They also spent time moving into the new garage.

Joel appreciates the recognition of staff by the Commission for their efforts during the storm event. He also explained a lot of equipment was rented during the event and in the future, we will be looking at purchasing an additional pump to use if this would happen again.

The stormwater operations report for March was reviewed by the Commission.

VI. DIRECTOR'S REPORT

11. **Verbal report & update on current projects.**

Joel discussed the situation at the Four Seasons mobile home park and stated we will be issuing a Commonly Asked Questions form to the residents and it will also appear on the City's website.

In regards to the CAN, the school system will be awarding the project we discussed at last month's meeting to us. The project will start this summer.

The next Water & Sewerage Commission meeting will be on Monday, May 13, 2019 at noon.

VII. ADJOURNMENT

Motion made by Ray Schmidt to adjourn the meeting.

Ayes all. Nays none. Motion carried.

MEETING ADJOURNED
12:28 pm

BOARD OF WATER AND SEWERAGE COMMISSIONERS

PAUL ADAMSKI, PRESIDENT