

**City of Stevens Point
Board of Water and Sewerage Commissioners
Monday, July 8, 2019
12:00 P.M.**

MINUTES

PRESENT: Paul Adamski, Carl Rasmussen, Anna Haines and Ray Schmidt
ALSO PRESENT: Joel Lemke, Jason Draheim, Eric Southworth, Chris Lefebvre, Rob Molski, Mary Klesmith, Jaime Zdroik and Marion Flood-resident
EXCUSED ABSENCE: Mae Nachman

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ADMINISTRATION

1. Approval of minutes of the May 13, 2019 meeting.

Motion made by Carl Rasmussen, seconded by Anna Haines to approve the minutes of the May 13, 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 May. The balance as of May 1, 2019 was \$2,209,052.84; the bank deposits recorded in May 2019 were \$667,687.75. Checks issued May 2019 numbered 53224 through 53325 were for \$1,184,754.62. The net balance on hand May 31, 2019 was \$1,691,985.97.

Paul Adamski presented the statement of claims for the Water Utility for June. The balance as of June 1, 2019 was \$1,739,147.14; the bank deposits recorded in June 2019 were \$685,338.99. Checks issued June 2019 numbered 53326 through 53405 were for \$718,704.49. The net balance on hand June 30, 2019 was \$1,705,781.64.

WASTEWATER DEPARTMENT

Paul Adamski presented the statement of claims for the Sewage Treatment Utility for May. The balance as of May 1, 2019 was \$7,307,067.92; the bank deposits recorded in May 2019 were \$269,077.05. Checks issued May 2019 numbered 33801 through 33863 were for \$1,889,012.19. The net balance on hand May 31, 2019 was \$5,687,132.78.

Paul Adamski presented the statement of claims for the Sewage Treatment Utility for June. The balance as of June 1, 2019 was \$5,862,336.17; the bank deposits recorded in June 2019 were \$327,570.05. Checks issued June 2019 numbered 33864 through 33924 were for \$1,184,734.59. The net balance on hand June 30, 2019 was \$5,005,171.63.

STORMWATER DEPARTMENT

Paul Adamski presented the statement of claims for the Stormwater Utility for May. The balance as of May 1, 2019 was \$793,590.69. The bank deposits

recorded in May 2019 were \$90,530.12. Checks issued May 2019 numbered 2463 through 2499 were for \$290,172.02. The net balance on hand May 31, 2019 was \$593,948.79.

Paul Adamski presented the statement of claims for the Stormwater Utility for June. The balance as of June 1, 2019 was \$611,967.24. The bank deposits recorded in June 2019 were \$87,122.36. Checks issued June 2019 numbered 2500 through 2520 were for \$109,124.39. The net balance on hand June 30, 2019 was \$589,965.21.

Motion made by Ray Schmidt seconded by Anna Haines to approve the department claims for the months of May and June 2019 as audited and read.

Ayes all. Nays none. Motion carried.

III. **WATER OPERATIONS**

3. **Report on water distribution & water supply operations.**

Eric stated that consumption was down for both May and June probably due to the weather being colder and wetter. There are three different projects this year, the Northside Project started in May, the Reserve St. Project started last week and they started the Whiting Ave. Project today. So staff is busy inspecting and keeping up with construction. The Northside Project started in May and so far they've installed 1700' feet of storm main, 2300' of sanitary sewer main, 2200' of water main and 25 laterals.

Our pumpage in May was 154,346,000 gallons, a decrease of 14,064,000 gallons of water from May 2018.

Our pumpage in June was 181,220,000 gallons, a decrease of 5,875,000 gallons of water from June 2018.

The water operation reports were distributed and reviewed for the months of May & June.

4. **Discussion and possible action on billing software matters.**

Joel explained that the Starnik billing software has been an enormous let down. They have made some small improvements to get where they think we need to be but have left the big issues unresolved. They did not produce everything they said they could. Joel will follow up with the legal aspects of this later but right now, we need to find a software that is functional.

We switched from Springbrook to Starnik after being told by Springbrook that we were too customized to upgrade to the newest version. So at that point we were stuck. In the past six months to one year, Springbrook has now changed and they have said we can upgrade to their web based software.

Joel wanted to discuss this situation with the Commission and get their permission to look into going back to using Springbrook software for billing and upgrading to their latest version. The Commission agrees that this is what needs to be done at this point.

IV. SEWAGE TREATMENT OPERATIONS

5. Report on Collection System Maintenance.

Rob stated they have been working on flushing, cutting, jetting and hauling sludge to landfill.

A report for the months of May & June were provided to the Commission.

6. Report on sewage treatment operations.

Chris stated all permit limits were met for the months of May and June. The biogas engine has been offline for repairs for approximately six weeks. They will hopefully get it running today. The staff has been doing a lot of vendor training for the new equipment for the dryer project. They are hoping the drying system will be operational by August 1st. There should be one more round of biosolids hauling from the manure pit to get it finished up hopefully by Wednesday. Staff has been running phosphorous removal optimization testing to see how low of phosphorous levels we can currently get with our existing infrastructure. The phosphorous limits will drop dramatically with our next permit due to new DNR regulations.

B.O.D. (3 average ppm), Phosphorus (.323 average ppm) and Suspended Solid (4.35 average ppm) limits were met for the month of May 2019.

B.O.D. (2 average ppm), Phosphorus (.264 average ppm) and Suspended Solid (3.19 average ppm) limits were met for the month of June 2019.

7. Report on CMAR.

We had one exceedance of our permit last June or July of 2018 and our grade did drop from A to B.

Motion made by Ray Schmidt, seconded by Carl Rasmussen to approve the 2018 Compliance Maintenance Annual Report Resolution.

Ayes all. Nays none. Motion carried.

8. **Discussion and possible action on a Construction Services Agreement with Donohue & Associates for the liftstation reconstruction projects.**

The original price did not include construction inspection costs because it could not be scoped at the time.

Motion made by Carl Rasmussen, seconded by Anna Haines to approve Amendment No. 1 Contract Services Agreement with Donohue & Associates for the Liftstation Reconstruction Projects in an amount not to exceed \$91,244.00.

Ayes all. Nays none. Motion carried.

V. STORMWATER/CAN OPERATIONS

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

Rob stated they have been working on catch basin repairs and installing swales on Minnesota Ave from Jordan Lane to Stanley Street.

TDS is very active in area deploying their infrastructure and we are completing our fiber by using some of their infrastructure.

The Stormwater operations report for May was reviewed by the Commission.

VI. DIRECTOR'S REPORT

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

The CCR is complete and can be viewed at stevenspoint.com

The next Water & Sewerage Commission meeting will be on Monday, August 12, 2019 at noon.

VII. ADJOURNMENT

Motion made by Ray Schmidt to adjourn the meeting.

Ayes all. Nays none. Motion carried.

MEETING ADJOURNED

12:41 pm

BOARD OF WATER AND SEWERAGE COMMISSIONERS



CARL RASMUSSEN, SECRETARY