

Minutes of the Board of Water Commissioners' Meeting

Monday, April 25, 2011

Present: Commissioners G. Van De Kreeke, R. Haen, A. Stewart, and J. Trueblood, Superintendent.

The meeting was called to order by G. Van De Kreeke, President, at 4:00 P.M.

Minutes of Previous Meeting

Motion by Commissioner Stewart, seconded by Commissioner Van De Kreeke, that the minutes of the March 2011 meeting be approved as presented. Motion carried unanimously.

Financial Reports

Financial Reports for March 2011 were reviewed. Commissioner Haen motioned, with a second by Commissioner Stewart, that the financials be approved as presented. Motion carried unanimously.

Superintendent's Report

Operations' Department Report

Superintendent reported that March pumpage was up 8% from 2010. Two students from Moraine Park Technical College had completed internships at the Utility during March. Superintendent reported that, due to highly turbid water throughout the fall, winter, and early spring, Utility staff had already cleaned the sedimentation basins. Spring runoff water continues to affect the intakes, causing highly turbid water to enter the plant. This year, staff has noted a heavy concentration of color in the raw water, which is sometimes difficult to remove. The east sedimentation basin, in particular, has struggled to treat the raw water; in fact, staff suspects there might be a short-circuit in that basin, which will be investigated. On the other hand, spring runoff always poses challenges, and the east basin was poorly designed from the onset in 1959. Superintendent pointed out that without the south sedimentation basin, the Utility would have struggled even more to produce high quality finished water. The Commissioners accepted the operations report as presented.

Construction Maintenance Department Report

Superintendent advised the Board of five water main breaks repaired by the crew, including other routine work. The crew had also begun water main installation work at N.7th Street and Wisconsin Ave. The Commissioners accepted the construction maintenance report as presented.

Old Business

Old Business Presented By Commissioners

Commissioner Stewart inquired about the water main assessments on South Business Drive, which had been disputed by one of the property owners. Superintendent had attended the relevant Common Council meeting and answered issues raised by the Council members. The Utility had prepared the water main assessments in accord with local ordinances. The affected property owner had a lot that exceeded the 120' corner lot credit, thus resulting in a non-zero assessment. The neighboring lots did not exceed 120', so they received a zero assessment amount after the corner lot credit. Superintendent felt that any alderpersons who voted against passage of the measure were stating their disagreement with the 120' corner lot credit specified in the ordinance and not with the Utility's work in preparing the assessments. The assessments were approved by the Council and will now take effect. Superintendent further stated that state statutes direct municipalities to determine a reasonable means to address corner lot assessments; Sheboygan has adopted the 120' credit as reasonable.

Other Old Business

Superintendent presented a revised proposal from L& S Electric for reconditioning of the #4 high lift pump. After removing the pump's bronze impeller, L& S identified two cracks in the casting between the seal ring

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area and OD of the impeller. Due to the essential functions of this pump, the cracks must be remedied. Two solutions were presented: one, to metal stitch the cracks and apply a ceramic coating to the impeller; and two, to replace the impeller with an entirely new unit. The total cost under the repair option is \$25,768.73 and the total cost for the replacement option is \$35,423.00. Superintendent stated this is a clean water pump, and the repair option should be sufficient. Commissioner Van De Kreeke made a motion, seconded by Commissioner Stewart, to accept the revised proposal under the repair option. Motion passed unanimously.

New Business

Business to be presented by Commissioners

Commissioner Stewart relayed a concern from a colleague about the appearance of blue crystals in water on the south side of the City. Superintendent responded that no other such complaints had been received.

Typically the hot water heater is often the first suspect in concerns about foreign materials in the water, but this appeared to affect several residents, although none had called in to the Utility. Superintendent advised that if the customers call in, then we can go out and investigate the issue. It would appear to be a localized plumbing issue because we have not received any other complaints.

Commissioner Van De Kreeke relayed a concern from a realtor who felt that Utility staff were giving legal advice regarding the repair of water services prior to a property sale. Apparently this involved a damaged water service. Normally the Utility works to get such deficiencies remedied before a property sale so that the new owner isn't surprised by an unexpected cost. Ethically, if we have knowledge of a deficiency, we should be notifying those involved in the property transfer. However, it is between the buyer, seller, realtors, and title people as to whom will pay the costs.

Other New Business

Discuss and ask approval for purchase of low lift flow meter

Superintendent presented a proposal from Heartland Controls for a 24" single point insertion magmeter for use in the low lift pumping station at a cost of \$4,135. This item had been in the 2011 budget for \$5,000. Commissioner Haen made a motion to approve, seconded by Commissioner Van De Kreeke, and the motion carried unanimously.

Discuss recent raw water turbidity and treatment issues

This was covered under the Superintendent's report.

Discuss and ask approval for purchase of 36" pipeline intake actuator

This item was delayed.

Discuss and ask approval for asbestos removal

Superintendent presented a proposal from Advanced Asbestos Removal Inc. for removal of asbestos insulation on certain old steam lines in ceiling areas of the treatment plant totaling 150 L.F. at a cost of \$2,700. Motion by Commissioner Haen, seconded by Commissioner Stewart, to approve the purchase. Motion carried unanimously.

Correspondence

Discuss 2010 Audit and Internal Control Reports

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Superintendent presented each Commissioner with a copy of the reports. There was discussion on one control issue identified as a deficiency. Commissioner Van De Kreeke stated the issue was typical and involved the production of year-end financial reports by internal staff. Many smaller organizations determine to have outside auditors produce these reports. Commissioner Van De Kreeke made a motion, seconded by Commissioner Stewart, to transmit the reports to Council by way of an R.O. Motion passed unanimously.

Approve Vouchers

Motion by Commissioner Van De Kreeke, seconded by Commissioner Stewart, that the gross payroll of \$133,987.22 and that the general vouchers of \$205,151.98 be allowed and ordered paid. Motion passed unanimously.

Personnel

Governor's bill on collective bargaining

Superintendent stated the bill is still under consideration in the courts.

Discuss City's Proposed Grievance and Appeal Process

Superintendent presented information submitted by the City's human resources consultant on a proposed process for managing grievances in lieu of contractual requirements if the Governor's collective bargaining bill becomes law. The Commissioners also reviewed the grievance procedure currently in effect in the Board's collective bargaining agreement with represented personnel. The Commissioners appreciated the proactive information but felt that it was not necessary to include the Salaries & Grievance Committee in the grievance procedure for Utility employees. Commissioner Van De Kreeke made a motion, seconded by Commissioner Stewart, that the Board of Water Commissioners would implement a similar grievance and appeal policy later in the year – assuming the collective bargaining law goes into effect – based on the existing procedure for Utility employees. Motion passed unanimously.

Other Matters

There were no other matters discussed.

March Board Meeting

The next Board Meeting will be on Monday, May 23, 2011, at 4:00 p.m. in the Utility conference room.

There being no further business, the meeting adjourned at 4:48 PM on a motion by Commissioner Stewart, seconded by Commissioner Haen. Motion carried unanimously.

Minutes taken by:
Superintendent
Joe R. Trueblood

Raymond W. Haen, Secretary