

# **Minutes of the Board of Water Commissioners' Meeting**

**Monday, July 19, 2010**

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 4:07 P.M.

## **Minutes of Previous Meeting**

Motion by Commissioner Stewart, seconded by Commissioner Haen, that the minutes of the June 2010 meeting be approved as presented. Motion carried.

## **Financial Reports**

Financial Reports for June 2010 were reviewed. Commissioner Van de Kreeke discussed the use of an additional CDAR account for the bond reserve monies. The financial reports were approved.

## **Superintendent's Report**

### **Operations' Department Report**

Superintendent reported that June pumpage had increased by 11.5% over June 2009. Much of this increase occurred in the industrial park. Superintendent pointed out that the industrial park booster station's electrical usage had doubled since last year, indicating the additional water being pumped. With the fairly regular rainfall so far this summer, Superintendent did not think watering was much of a factor in the increase. Several additional classes from Riverview Academy toured the plant in early June, and so did a group from Sheboygan Christian School. Superintendent reported on the completion of the filter control project; now each filter has a fully functional touch screen rather than numerous switches and readouts. The Operations Report was accepted.

### **Construction Maintenance Department Report**

Superintendent advised the Board of ongoing work including various maintenance work on the wash tank. Due to delays in street projects beyond the Utility's control, water main installation projects have been delayed. The Construction-Maintenance Department Report was accepted.

## **Old Business**

### **Old Business Presented By Commissioners**

The Commissioners did not address any old business.

### **Other Old Business**

#### **Update Board on service disconnection on Calumet Drive**

Superintendent advised that he had been contacted by one of the owners of the insurance office on Calumet Drive regarding the Utility's work on their private water service. This work will be completed this year when it fits into the construction-maintenance schedule; the owner has been advised such.

## **New Business**

### **Business to be presented by Commissioners**

The Commissioners did not bring any new business items.

Other New Business

Superintendent presented information on a valve installation project at the Taylor Hill reservoir. The original altitude valve has failed; in addition, if a water main break occurred, the Utility would have a significant delay time in attempting to isolate the reservoir and preserve its water storage (potentially 3-4 MG). As infrastructure continues to age, Utility staff has concerns about many possible failure scenarios. By installing valves that can be operated remotely, staff could quickly respond to a sudden decrease in the water level at Taylor Hill by isolating the tank. In addition, flow into and out of the reservoir could be controlled, similar to controls at the Erie Avenue reservoirs. Superintendent presented a quotation from Dorner for two 18" butterfly valves at a cost of \$3,274 each, and for a AUMA electric motor actuator at a cost of \$10,972. In order to secure the valves, two 18" megaflanges are also needed, and Superintendent presented a quotation from Ferguson waterworks at a total cost of \$1,726 for those. Superintendent indicated that staff could install the two valves later this year; next year, additional work would be needed to install the actuator and SCADA equipment. After discussion, Commissioner Haen made a motion, seconded by Commissioner Stewart, to approve purchase of the valves, actuator, and megaflanges at a total cost of \$19,246, and to proceed with the entire project this year if possible. Motion passed unanimously.

Discuss and ask Board approval for Badger Orion generator purchase

Superintendent presented a request to purchase an additional 48 Orion transmitters at a cost of \$110 per. Commissioner Stewart asked if this request had been approved at the last meeting. Superintendent indicated that an identical request had been approved, but the meter shop subsequently realized it needed additional inventory. Commissioner Van de Kreeke motioned to approve the request, with a second by Commissioner Stewart. Motion passed unanimously.

Update on Superintendent's and Distribution Supervisor's attendance at national water meeting in Chicago

Superintendent informed the Board that he and Rich Dale had attended one day of the week-long conference. Superintendent made contact with several vendors who supply geodesic domes to replace failing steel roof structures similar to the one on the Taylor Hill reservoir. Rich Dale had made contact with pipe-bursting and rehab firms, along with other vendors. To reduce costs, Superintendent's registration was for the exhibit hall and poster sessions, while Distribution Supervisor's included other technical sessions. In addition, Utility staff shared driving costs to Milwaukee and cab costs with a rep from Donohue & Associates.

Correspondence

There was no correspondence for the Commissioners this month.

Approve Vouchers

Motion by Commissioner Stewart, seconded by Commissioner Haen, that the general vouchers for June 2010 be allowed and ordered paid. Motion carried unanimously. Due to timing of payroll and the Board meetings, there were no additional payroll vouchers to be approved.

Personnel

Update Board on vacant positions

Superintendent informed that he anticipates advertising for an administrative assistant starting in late July. In addition, he plans to post the Engineer Technician position soon.

**Other Matters**

There were no other matters discussed.

**August Board Meeting**

The next Board Meeting will be on Monday, August 23, 2010, at 4:00 p.m. in the Utility conference room.

There being no further business, the meeting adjourned at 5:08 PM on a motion by Commissioner Haen, seconded by Commissioner Stewart. Motion carried unanimously.

Minutes taken by:  
Superintendent  
Joe R. Trueblood

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Raymond W. Haen, Secretary