

Minutes of the Board of Water Commissioners' Meeting

Monday, August 23, 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 4:02 P.M.

Minutes of Previous Meeting

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

Financial Reports

Financial Reports for July 2010 were reviewed. Commissioner Van de Kreeke noted an increase in the rate of return figure and there was some discussion. Commissioner Van De Kreeke 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 July pumpage had increased by 3.7% over July 2009. A class from the UW-Center toured the plant. The Operations Report was accepted as presented.

Construction Maintenance Department Report

Superintendent advised the Board of ongoing work including the application of masonry sealant to most of the treatment plant, wash tank, and office building. This work was facilitated by the Utility's rental of an aerial lift. Work was also done on covering old windows in the plant along with other routine seasonal work. The Construction-Maintenance Department Report was accepted as presented.

Old Business

Old Business Presented By Commissioners

The Commissioners did not address any old business.

Other Old Business

The Commissioners did not address any other old business.

New Business

Business to be presented by Commissioners

Commissioner Stewart reported on a customer complaint that the Water Utility does not include return envelopes in its billings.

Other New Business

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 Van de Kreeke motioned to approve the request, with a second by Commissioner Haen. Motion passed unanimously.

Discuss and ask Board approval for purchase of hydrants and water main fittings

Superintendent presented proposals from HD Supply, Davies/Ferguson Water, and First Supply for fire hydrants, and for water main fittings and misc items. Commissioner Haen motioned to approve the low bidder on each proposal. Commissioner Stewart seconded. The motion, to purchase twelve fire hydrants from HD Supply for \$21,840.00 and water main fittings for \$2,766.00 from Davis/Ferguson, passed unanimously.

Discuss and ask Board approval for purchase of replacement HVAC controls for the office building

Superintendent reported that the existing Robert Shaw controller is twenty-one years old; replacement cards and boards are no longer available. The unit has exceeded its reasonable working lifetime. In order to avoid a catastrophic failure, superintendent recommended replacing the unit with a Honeywell WebVision and Lon controllers as proposed by Aldag Honold, at a cost of \$18,420.00. Commissioner Van de Kreeke motioned, with a second by Commissioner Stewart, to approve the proposal. Motion passed unanimously.

Discuss and ask Board approval for purchase for Taylor Hill SCADA project related to new control valve

Superintendent presented a proposal from Energenecs for the hardware and software needed to upgrade the Taylor Hill site to allow control of a new valve and the monitoring of chlorine and turbidity levels at a total cost of \$10,855.00. Superintendent informed the project had not been part of the 2010 budget because it evolved later; however, certain water main monies have not been spent and could be used in this manner. Commissioner Van de Kreeke motioned, with a second by Commissioner Haen, to approve the proposal. Motion carried unanimously.

Discuss and ask Board approval to write off balances

Superintendent reviewed information related to fire hydrant damage caused by Mr. Rafael Gonzales. This had been forwarded to Creditors Collection for collection services, but they were unable to collect the necessary monies. After discussion, the Board felt that the insurance company of the vehicle owner should be involved and directed Superintendent to continue to pursue the matter.

Discuss Commissioner email accounts

After discussion, the Commissioners directed that separate email accounts be established for each Commissioner for Utility-related correspondence.

Discuss and ask Board approval for heater upgrades

Superintendent informed the Board of proposals just received from Aldag Honold for the next phase of heater replacements in the treatment plant. Aldag had proposed on both a forced air/electric heater plan and also a hot water boiler plan. Superintendent stated that they had not had time to fully consider the proposals, but he wanted the Board to be aware of the issue. The Commissioners felt that an additional proposal should be solicited without any reference to those provided by Aldag Honold.

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 July 2010 of \$162,906.25 be allowed and ordered paid. Motion carried unanimously. Payroll vouchers for July and August were also presented and approved.

Personnel

Update Board on vacant positions

Superintendent informed that numerous applications have been received for the administrative position.

Other Matters

There were no other matters discussed.

September Board Meeting

The next Board Meeting will be on Monday, September 20, 2010, at 4:00 p.m. in the Utility conference room.

There being no further business, the meeting adjourned at 4:52 PM on a motion by Commissioner Haen, seconded by Commissioner Stewart. Motion carried unanimously.

Minutes taken by:
Superintendent
Joe R. Trueblood

Raymond W. Haen, Secretary