

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

## **Monday, September 20, 2010**

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

The meeting was called to order by G. Van De Kreeke, President, at 4:01 P.M.

### **Minutes of Previous Meeting**

Motion by Commissioner Van de Kreeke, seconded by Commissioner Haen, that the minutes of the August 2010 meeting be approved as presented. Motion carried unanimously.

### **Financial Reports**

Financial Reports for August 2010 were reviewed. Commissioner Van De Kreeke motioned, with a second by Commissioner Haen, that the financials be approved as presented. Motion carried unanimously.

### **Superintendent's Report**

#### **Operations' Department Report**

Superintendent reported that August pumpage had increased slightly over August 2009. The Operations Report was accepted as presented.

#### **Construction Maintenance Department Report**

Superintendent advised the Board of ongoing work including the installation of water main by the crew on Maryland Avenue. Other routine seasonal work was also completed. 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**

##### **Discuss and ask Board approval on HVAC proposals for water treatment plant.**

Superintendent presented proposals from Aldag Honold and Kleeman Heating/Air conditioning for state-approved heating upgrades as designed earlier in the year by Donohue & Associates. Kleeman had also presented a value-engineered solution as requested by Jim Carter. The proposals for the high lift station/garage/boiler room were AH: \$24,195.00 and K: \$24,591.00. These utilized Modine equipment as specified in the design plan. Kleeman's value engineered solution called for York equipment at a lower total BTU output. The cost for this option was \$20,275.00. After discussion, there was a motion by Commissioner Haen, seconded by Commissioner Van de Kreeke, to accept Aldag Honold's lower cost proposal for the system as designed. Motion passed unanimously.

Superintendent also presented proposals for the low lift station and meter shop. The Board members determined these projects could be done at a later date.

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Update Board on Taylor Hill reservoir projects

Superintendent advised that October 15 is the anticipated date for installing the new valve at Taylor Hill. Various system tests have been conducted prior to going forward with this project.

Superintendent presented a proposal from Energenecs for \$1,500.00 regarding the Falls booster pit at Taylor Hill. Some programming changes and wiring are necessary to allow the Utility to receive system data from Falls. This data is helpful for the plant operators to gauge system demands. Commissioner Van de Kreeke motioned, with a second by Commissioner Haen, to accept the proposal. Motion passed unanimously.

Superintendent presented a proposal from Vector Technology for \$11,995.00 for a concrete condition survey at Taylor Hill. Deterioration has been observed in the visible concrete, including exposed and corroding structural rebar. After making contact with bridge corrosion people at WDOT, superintendent was directed to Vector as a specialty firm in this field. They visited the site and prepared a proposal including a delamination survey, chloride testing, corrosion potential survey, determination of concrete cover, and the generation of a report detailing the findings. The report would also include repair options to ensure longevity of the concrete.

Superintendent explained that the Utility is working toward an overall plan for Taylor Hill. The reservoir needs a new roof and other repairs must also be made. In order to evaluate repair costs vs. replacement costs, the concrete integrity must be evaluated.

Commissioner Van de Kreeke agreed and felt it was a very worthwhile investment. Commissioner Haen agreed but stated the repair options must include budgetary cost figures.

Commissioner Haen motioned, with a second by Commissioner Van de Kreeke, to accept the proposal but requiring Vector to provide cost figures. Motion passed unanimously.

Asbestos Removal Project

Superintendent presented a proposal from Advanced Asbestos Removal Inc for \$10,525.00 for removal of asbestos insulation on the old boilers and associated piping, in the high lift pump station, in the low lift pump station, and in a tunnel beneath the orthophosphate room. This is part of the Utility's ongoing effort to remove old insulation from the water treatment plant. Commissioner Van de Kreeke motioned, with a second by Commissioner Haen, to accept the proposal. Motion passed unanimously.

**New Business**

Business to be presented by Commissioners

There was none.

Other New Business

Discuss and ask Board approval for purchase of insertion mag meters to replace old venturi meters

Superintendent advised that four old venturi meters are currently used to determining the total pumpage from the high lift station. These are difficult to calibrate and cannot be removed for cleaning. Superintendent presented a proposal for two McCrometer model 282L single point meters at a cost of \$3,995.00 each, along with associated hardware for a total cost of \$9,090.00. These two meters will replace the four old venturi meters. Commissioner Haen made a motion, seconded by Commissioner Van de Kreeke, to accept the proposal. Motion passed unanimously.

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**Correspondence**

Superintendent presented a letter from a customer thanking the Utility for good service and stating that she always thinks of the good people at the Utility whenever she takes a drink of water.

**Approve Vouchers**

Motion by Commissioner Van de Kreeke, seconded by Commissioner Haen, that the general vouchers for August 2010 of \$203,099.75 be allowed and ordered paid. Motion passed unanimously. Payroll vouchers for September were also presented and approved.

**Personnel**

**Update Board on vacant positions**

Superintendent advised that one person had signed the engineer technician posting, but he did not meet the minimum qualifications stated for the position. No one signed the posting for the account clerk position. Outside applications for that position are now being received.

**Inform Board of longevity step**

Superintendent advised Board that Dave Warden has reached his 15 year longevity step in accord with the labor agreement.

**Other Matters**

There were no other matters discussed.

**October Board Meeting**

The next Board Meeting will be on Monday, October 18, 2010, at 4:00 p.m. in the Utility conference room.

There being no further business, the meeting adjourned at 4:45 PM on a motion by Commissioner Haen, seconded by Commissioner Van de Kreeke. Motion carried unanimously.

Minutes taken by:  
Superintendent  
Joe R. Trueblood

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Raymond W. Haen, Secretary