

Minutes of the Board of Water Commissioners' Meeting

Monday, February 10, 2014

Present: Commissioners G. Van De Kreeke, R. Haen, M. Heinz, and J. Trueblood, Superintendent.

The meeting was called to order by G. Van De Kreeke, President, at 4:02 P.M. All present recited the Pledge of Allegiance.

Minutes of Previous Meeting

Motion by Commissioner Van De Kreeke, seconded by Commissioner Heinz, that the minutes of the January 20, 2014 meeting be approved as presented. Motion passed unanimously.

Financial Reports

The report of billing for January was reviewed: as usual, other reports were not available due to closing out the year.

Superintendent's Report

Operations' Department Report

Superintendent reported that January pumpage increased 8.4% from last year. Superintendent then reviewed the summary of operations work for the month. One highlight was the UV disinfection engineering design kick off. Also, at least 4 separate icing events occurred. The Commissioners accepted the report as presented.

Construction Maintenance Department Report

Superintendent reviewed recent maintenance work completed by the crew including concrete restoration, hydrant maintenance, and other routine work. Ten main breaks occurred, which is much more than normal. The Commissioners commended the CM crew for their work to repair all of the main breaks. The Commissioners accepted the report as presented.

Old Business

Old Business Presented By Commissioners

None

Other Old Business

None

New Business

Business to be presented by Commissioners

Commissioner Van De Kreeke inquired about the installation of Orion radio systems and whether they are available by request. Superintendent stated that Orions are generally installed by area to maximize payback.

Other New Business

Discuss charges for thawing private water laterals

Superintendent presented information on typical labor and equipments costs associated with thawing a frozen water lateral. Superintendent also reviewed PSC regulations involving the application of a credit to prevent public water mains from freezing. The Commissioners discussed the fee of \$100 to thaw a frozen water lateral during regular working hours and \$150 to thaw a frozen water lateral during overtime hours.

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Discuss claim submitted by Meadow View Manor for damages due to sewer line backup

Superintendent presented information on a water main break in the vicinity of Meadow View and an incident of water flowing out of the floor drains and into the basement area. Meadow View has filed a claim with the City and Superintendent anticipates it will be forwarded to the Water Utility. Commissioner Van De Kreeke made a motion, seconded by Commissioner Heinz, to table the matter until the claim is formally referred. Motion passed unanimously.

Discuss WI PSC cost of service study and proposed new rates and hearing scheduled for Feb. 13

Superintendent presented copies of the COSS and other documents from WI PSC regarding the current rate case and the hearing scheduled for Feb. 13. The Commissioners plan to attend, and the hearing will be treated thus as a Board meeting. Superintendent reviewed the only change in basic factors involved the max day ratio for Sheboygan Falls. They were advised of the change as soon as Superintendent received the COSS.

Inform Board of Notice of Investigation from PSC to consider UV disinfection project

Superintendent provided the standard notice from PSC for the process of approving the UV disinfection project.

Discuss new PSC rules or Info

Superintendent reviewed possible state legislation involving changes to the notification process for accounts going to property tax rolls.

Discuss and ask Board approval to purchase jar tester

Superintendent reviewed the basic use of a jar tester for optimizing coagulant doses. Commissioner Van De Kreeke made a motion, seconded by Commissioner Heinz, to purchase a PB-900 tester from USA Bluebook at a cost of \$2,489.95. Motion passed unanimously.

Discuss and ask Board approval for filter gallery painting project

Superintendent reviewed a proposal from Goldsmith Painting to scrape/remove mold/monitor air/prepare and paint the filter gallery ceiling from filters 1-6 (~6,656 SF) at a total cost of \$21,010. This includes removal and disposal of flaking lead paint and application of SE0130 encapsulate. Legal notice for the project appeared recently in the Sheboygan Press. Commissioner Haen made a motion, seconded by Commissioner Heinz, to approve the purchase. Motion passed unanimously.

Discuss and ask Board approval to purchase sodium hypochlorite pumps

Superintendent presented a proposal from Hawkins Inc for two Blue-White Model M324-SNH chemical metering pumps at a cost of \$3,850 each. Commissioner Van De Kreeke made a motion, seconded by Commissioner Haen, to accept the proposal. Motion passed unanimously.

Discuss and ask Board approval for water service connection agreement with Country Village apartments, LLC

Superintendent presented an agreement drafted by City Attorney McLean involving the installation of piping to connect Country Village apartments to the boosted pressure zone that serves the industrial park. The cost for the construction of the connection was \$16,320, and this was paid by Country Village. Commissioner Commissioner Van De Kreeke made a motion, seconded by Commissioner Haen, to accept the proposal. Motion passed unanimously.

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Discuss and ask Board approval to transmit R.O. to Council on reimbursement of expenses incurred before receipt of Safe Drinking Water loan

This issue was discussed at the prior meeting. Commissioner Haen made a motion, seconded by Commissioner Heinz, to approve transmittal of the R.O. Motion passed unanimously.

Discuss and ask Board approval to engage bond counsel for completion of Safe Drinking Water loan requirements

Superintendent presented a proposal from Quarles & Brady for \$10,000 and from Foley & Lardner for \$6,500 to serve as bond counsel on the proposed \$5M loan. Commissioner Van De Kreeke made a motion, seconded by Commissioner Haen, to accept the proposal from Foley. Motion passed unanimously.

Discuss and ask Board approval to rebuild low lift pump priming system

Superintendent explained that the budget figure of \$30k was for a complete replacement of the system. However, operations staff is now recommending a rebuild of the existing pumps, which have low run time. Vacuum, Pump & Compressor, Inc. of Green Bay provided a proposal to do the rebuild at a total cost of \$4,295. Commissioner Haen made a motion, seconded by Commissioner Heinz, to accept the proposal. Motion passed unanimously.

Discuss and ask Board approval for engineering services for 1929 clear well roofing project

Superintendent reminded the Board of the need to remove soil and grass from the clear well due to WDNR concerns. At superintendent's request, Donohue & Associates provided a proposal for engineering services on the project not to exceed \$8,900. Commissioner Van De Kreeke made a motion, seconded by Commissioner Haen, to accept the proposal. Motion passed unanimously.

Correspondence

Superintendent distributed a note involving changes to collections and landlord issues.

Approve Vouchers

Motion by Commissioner Haen, seconded by Commissioner Heinz, that gross payroll for January of \$212,554.08 and general vouchers for January of \$768,614.93 be allowed and approved. Motion passed unanimously.

Personnel

None

Other Matters

Next Board Meeting

The next meeting is tentatively scheduled for the week of March 17.

With no further business, the meeting adjourned at 5:00 PM on a motion by Commissioner Haen, seconded by Commissioner Heinz. Motion carried unanimously.

Minutes taken by:
Superintendent
Joe R. Trueblood

Raymond W. Haen, Secretary