

Minutes of the Board of Water Commissioners' Meeting

Monday, June 27, 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 4:02 P.M. All present recited the Pledge of Allegiance.

Minutes of Previous Meeting

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

Financial Reports

Financial reports for May 2011 were reviewed. 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 May pumpage was up 4.7% from 2010. Superintendent pointed out the large expenditure for alum due to highly turbid waters; with the new intake valve on the shallow 36", superintendent hopes we can reduce the highly turbid water from hitting the plant in the future. Superintendent reported that Jim Carter had made presentations at Horace Mann school, and a small school group from St. Mary's had visited the plant. In addition, staff had scoured the intake pipelines to clean them in advance of upcoming video inspections. The Commissioners accepted the operations report as presented.

Construction Maintenance Department Report

Superintendent advised that the crew has been busy installing water main and some private water services. Due to their efficient work, they are ahead of schedule despite the rainy season. Some water main work remains on Eisner Avenue but cannot be completed until sewer design work is finished. The Commissioners accepted the construction maintenance report as presented.

Old Business

Old Business Presented By Commissioners

There was none.

Other Old Business

Update on proposal by U.S. Cellular for work at Georgia standpipe

Superintendent presented that staff has reviewed the design plans for swapping out antennas. Several issues were addressed by U.S. Cellular. They also need approval from zoning. Superintendent advised the proposed work is within the scope of the Utility's agreement with U.S. Cellular and should be allowed. Commissioner Stewart made a motion, seconded by Commissioner Van De Kreeke, to approve the proposed work. Motion passed unanimously.

Update on claim submitted for Martin Ave residence

Superintendent advised Board that Mr. Peter Zoromsky, of Selective Insurance, had reviewed the claim of Mr. Anthony Olson and had been in contact with Mr. Olson about resolving it. At this point, Mr. Zoromsky advised that no additional Disallowance of Claim is needed because this claim falls under Mr. Olson's previous claim.

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Update on claim submitted for Los Angeles Ave.

Superintendent advised that Selective Insurance had completed their review of the claim by Mr. David Otte and was recommending the Utility deny the claim pursuant to WI statute 893.80(1g). Commissioner Haen made a motion, seconded by Commissioner Stewart, to deny the claim. Motion passed unanimously.

New Business

Business to be presented by Commissioners

There was no new business.

Other New Business

Discuss and ask Board approval for write-offs due to bankruptcy

Superintendent presented a listing of bankruptcies and fire hydrant damages that have been on our books for a few years. At this point in time, the bankruptcies are non-collectible and the collection service has exhausted their means also. So we are recommending writing off water bill amounts of \$3,870.90 and damage amounts of \$5,084.36 and \$867.10. Commissioner Stewart asked if such large amounts can still be accrued; Superintendent reported that some of these involve landlord situations where we tried utilizing payment agreements and some involved customers dealing with illnesses; a written policy for disconnection is in place. Commissioner Van De Kreeke made a motion, seconded by Commissioner Stewart, to write off the water bills and charges as presented. Commissioner Haen voted nay. Motion passed by majority.

Discuss establishment of repurchase agreement account

Superintendent presented information on a repurchase account that would provide daily interest and collateralization. Superintendent also recommended that an additional CDAR account be established in response to concerns from the auditors. Motion by Commissioner Van de Kreeke, seconded by Commissioner Haen, to proceed with the superintendent's plan. Motion passed unanimously.

Discuss and ask Board approval for roofing proposal

Proposals were not available.

Discuss claim for damage to telephone cable on Wisconsin Ave.

Superintendent presented an invoice from AT&T for damages to a phone cable in the amount of \$1,015.58 for work near 519 Wisconsin Avenue. The Utility crew had been installing water main, and a portion of concrete fell off and damaged the cable, which had been properly located. Superintendent recommended paying the claim directly. Motion by Commissioner Van De Kreeke, seconded by Commissioner Stewart, to pay the invoice. Motion passed unanimously.

Discuss long term planning

Superintendent presented a draft version of a long term plan covering capital projects for 2012-2020. The plan had resulted from a year of internal meetings and discussion on projects. The Commissioners commended the superintendent and staff on organizing a detailed plan. Discussion focused on the large and costly intake project, as well as the need to moderate rate increases. The Commissioners felt it was essential for all customers to understand the need to replace critical infrastructure that has served the community for many, many years. After discussion of various projects, the Commissioners asked the superintendent to include some discussion of a future water treatment plant, alternatives to the new intake pipeline, and some other considerations in a future draft version to be discussed later.

Correspondence

There was no additional correspondence.

Approve Vouchers

Motion by Commissioner Van De Kreeke, seconded by Commissioner Stewart, that the gross payroll of \$134,296.00, and the general vouchers of \$166,137.40 be allowed and approved. Motion passed unanimously.

Personnel

Governor's bill on collective bargaining

Superintendent distributed a summary sheet detailing the effects of the bill.

Inform Board of longevity step for operator

Superintendent advised the Board that Mr. Mark Van Effen had reached five years of employment and had qualified for the step.

Superintendent also informed the Board that he had reached the 15 year step on the supervisory salary schedule. Commissioner Stewart motioned, with a second by Commissioner Van De Kreeke, to approve the superintendent's longevity step. Motion passed unanimously.

Other Matters

There were no other matters discussed.

March Board Meeting

The next Board Meeting will be on Monday, July 25, 2011, at 4:00 p.m. in the Utility conference room.

There being no further business, the meeting adjourned at 5:48 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