

**City of Stevens Point
Board of Water and Sewerage Commissioners
April 10, 2023 - 12:00 PM
Stevens Point Public Utilities
300 Bliss Avenue, Stevens Point, WI**

OR

Zoom Teleconferencing

Meeting ID: | 820 26885705:

By Computer: <https://us02web.zoom.us/j/82026885705>

By Phone: (303) 715-8592

MINUTES

I. Discussion and Possible Action on:

1. Roll Call.

PRESENT: Paul Adamski, Carl Rasmussen, Mae Nachman, Anna Haines and Ray Schmidt

ALSO PRESENT: Joel Lemke, Mary Klesmith, Chris Lefebvre, Eric Southworth, Craig Czaikowski, Jason Draheim and Jaime Zdroik

2. Approval of Minutes

Motion made by Ray Schmidt, seconded by Mae Nachman to approve the March 13, 2023 meeting minutes of the Board of Water & Sewerage Commission.

Ayes all. Nays none. Motion carried.

3. Approval of Department Claims

Motion made by Ray Schmidt, seconded by Mae Nachman to approve the department claims for the month of March as audited and read.

Ayes all. Nays none. Motion carried.

4. Design contracts for 2024 Street Improvement Projects & 2024 Reconstruction Project- Joel Lemke

It was approved last year to have the design contracts for the projects that are undertaken by the Utilities and Department of Public Works to be administered through the Public Utilities Department. The reason for making this change is to complete the design for upcoming projects on a timeline that allows for the distribution of the designs to other parties involved, WPS, Charter etc that need to coordinate their own work involvement concurrent with ours. We will bill the City for their portion of the invoices.

Motion made by Mae Nachman, seconded by Carl Rasmussen to approve the Clark Dietz - 2024 Street Improvement Project in the amount of \$143,000.00 and the Strand & Associates - 2024 Street Reconstruction Project in the amount of \$324,500.00.

Ayes all. Nays none. Motion carried.

5. Utility bill comparison report - Joel Lemke

Rate comparisons between Sevens Point and some neighboring communities were included in the packet as requested by the Commissioners so they can have a better perspective on where we stand. The comparison did not include storm rates because not all communities include them in their rates.

The comparisons were reviewed and the Commission requested to be provided comparisons whenever we are requesting a rate increase in the future.

6. Report on market rate study effort - Joel Lemke

Joel explained that the Personnel Committee will be acting on a new position that will include Emergency Manager duties and will be under the Fire Chief. Jason Draheim is currently the City's Emergency Manager and gets paid a stipend for those duties. Joel explained we received industry data on several positions within the department and rather than doing individual reclassifications/position evaluations, we engaged our pay plan consultant to evaluate the wages of the utility staff in addition to the Airport Manager and City Engineer (whom we share expenses with DPW). The study is underway and results will be delivered at the meetings in May.

7. Water Supply and Distribution Reports - Eric Southworth

Eric stated pumpage is down this month. The mill was down in March for two weeks to clean their machines which affected our total pumpage. Well 11 tank cleaning and inspection was completed and everything went well and we are waiting on the DNR report. The Water Street tower will be inspected later this spring. Annual hydrant flushing will be done May 8-11th.

8. Sewage Treatment Operations Report - Chris Lefebvre

Chris stated that the WWTP met all permit requirements for the month of March. A bearing went out on the biosolids dryer so that is not in operation and they are currently hauling biosolids to the landfill. We are lining up fields for land application this spring to limit expenses incurred while we wait for a bearing to be replaced.

9. Construction and Maintenance Report - Craig Czaikowski

Craig stated one crew will be installing a service tomorrow. Another crew is currently finishing up a swale project that was started last year. We will be starting our last season of our lead service replacement.

10. MS4 Annual Report - Joel Lemke

Joel stated this item is just informational. The MS4 Permit has to be submitted every March.

11. Directors Report - Joel Lemke

Joel stated that this was Craig's last Commission meeting, he has worked here 13 years. Joel and the Commission wished him well.

12. Adjournment.

Motion made by Ray Schmidt to adjourn the meeting.

Ayes all. Nays none. Motion carried.

Meeting Adjourned: 12:33PM