

**City of Stevens Point
Board of Water and Sewerage Commissioners
December 11, 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

Discussion and Possible Action on:

1. Roll Call.

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

EXCUSED ABSENCE: Mae Nachman

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

2. Approval of Minutes

Motion made by Ray Schmidt, seconded by Carl Rasmussen to approve the November 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 Carl Rasmussen, seconded by Anna Haines to approve the department claims for the month of November as audited and read.

Ayes all. Nays none. Motion carried.

4. Request to overlap positions upon retirement - *Joel Lemke*

Joel stated that Mary (Administrative Services Manager) is retiring next year and also one of our Inspection Technicians. He explained that we would like to overlap these positions for approximately 60 days for the purpose of training. This item will also go to the Personnel Committee tonight.

Motion made by Ray Schmidt, seconded by Carl Rasmussen to approve overlapping positions for 60 days upon retirement of two employees.

Ayes all. Nays none. Motion carried.

5. Water Supply and Distribution Reports - *Eric Southworth*

Eric stated he had nothing to discuss this month unless there were questions on the reports included in the meeting packet.

6. Sewage Treatment Operations Report - *Chris Lefebvre*

Chris stated everything is going well at the WWTP. All permits limits were met for November. The drain in the WWTP lab broke and contractors are currently working on repairing this.

7. Construction and Maintenance Report - *Shane Kohnen*

Shane stated they are just working on typical fall/winter maintenance procedures. Vac trucks are still cutting/jetting/flushing while the weather allows. Crews are also checking hydrants and rebuilding/repairing as needed.

8. Agreement with Strand & Associates for a Stormwater Master Plan grant application - *Joel Lemke*

Joel explained that when we get to our annual effort for design on reconstruct projects, we end up getting into a larger scope of engineering because the stormwater infrastructure has areas of influence outside the limits of the construction project that need to be studied. This slows down the process. There is a BRIC (Building Resilient Infrastructure and Communities) grant available. If the application for the BRIC grant is successful, we would get 75% funding on a very large stormwater infrastructure study. This would help with planning reconstruct projects.

Motion made by Anna Haines, seconded by Carl Rasmussen to approve the task order of services in the amount of \$13,000.00 from Strand and Associates to prepare and submit the application for a BRIC (Building Resilient Infrastructure and Communities) Grant.

Ayes all. Nays none Motion carried.

9. Directors Report - *Joel Lemke*

No discussion held.

10. Adjournment.

Motion made by Ray Schmidt to adjourn the meeting.

Ayes all. Nays none. Motion carried.

Meeting Adjourned: 12:20PM