

**City of Stevens Point
Board of Water and Sewerage Commissioners
March 11, 2024 - 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, Mae Nachman, Anna Haines and Ray Schmidt

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

2. Approval of Minutes

Motion made by Anna Haines, seconded by Carl Rasmussen to approve the February 12, 2024 meeting minutes of the Board of Water & Sewerage Commission.

Ayes all. Nays none. Motion carried.

3. Approval of Department Claims

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

Ayes all. Nays none. Motion carried.

4. Purchase of paving attachment and agreement with the Department of Public Works - Joel

Joel explained that several years ago, rather than putting out a concrete repair contract, we started working with the Streets Department to do some of the concrete repair. We pay them as if they were our contractor now. The alternative would be to hire a company to do this. The problem with this is getting those companies to do the concrete repairs in a timely manner. In the end, it saves us money having the Streets Department do the repairs because we can leave the holes down and ready for payment. If we are using an outside company, we'd have to fill them to the service, then come back and dig them back out once the contractor is done.

Joel is proposing that the Public Utilities purchase the new paving equipment in exchange for the Department of Public Works performing the patching work at a unit

cost of \$65 per square yard until the purchase price of the equipment has been reached. Essentially, starting with an initial credit of the purchase price, \$74,150.

This would benefit the utilities because we'd have better coordination with the Streets Department than a private contractor, and it would result in a quicker resolution to street patches.

Motion made by Carl Rasmussen, seconded by Anna Haines to approve the purchase of a paving attachment in the amount of \$74,150 and the agreement with the Department of Public Works that the equipment be transferred to the Department of Public Works once \$74,150 worth of patching has been performed.

Ayes all. Nays none. Motion carried.

5. Contracted services for GIS - Joel

Joel explained that the GIS Technician recently gave notice of their resignation. We are requesting permission, on a temporary basis, to contract GIS functions until we hire or find another way to fill the roles and responsibilities of this position.

Motion made by Mae Nachman, seconded by Ray Schmidt to approve using contracted services for GIS in an amount not to exceed the wages and benefits of the approved GIS Tech salary and benefits.

Ayes all. Nays none. Motion carried.

6. Water Supply and Distribution Reports - Eric Southworth

Eric stated that we hired a new inspector. She started in mid-February. She is currently being trained because we do have four construction projects this year. One of our inspectors is retiring in June, so we are in the process of hiring his replacement. We are working on year-end reporting for the audit and our regulatory requirements. The Commission questioned why the pumpage was up in February and Eric stated the mill used more water this year than last.

7. Sewage Treatment Operations Report - Chris Lefebvre

Joel stated we are working on a scope of services that we will bring back for some of the larger maintenance work that should probably have a component of it bid out. So we are looking to get back the scope of engineering bidding services from Donohue & Associates.

All permits levels were met for the month of February.

8. Construction and Maintenance Report - Shane Kohnen

Shane stated February has been a quiet month. There are a couple of contracted jobs out for bid on Forest Creek and Badger Ave. Joel explained those would be City projects.

9. Directors Report - Joel Lemke

Joel stated years ago, we had a three-flight contract with the company that did the original pictometry. It has been awhile since that has been done. They are currently looking at two different options to do the pictometry. This will be added to capital and brought back to the Commission next month.

Joel stated this is Mary Klesmith's last Commission meeting with us after 25 years. We will be having an employee luncheon for Mary in the weeks to come. Joel wanted to acknowledge her formally before the Commission. She has been a department MVP. She has been a critical part in the development of the department throughout the years and he wanted to thank her for that. The Commission thanked Mary as well and congratulated her on her upcoming retirement.

A. Update on land purchase/sale and easement rights for Well 12

Joel explained the Slomann Property was purchased for the Well 4 to Well 12 Project. It is the property acquisition we needed to actually place Well 12. The Slomann property consisted of two lots one with a home and the other a vacant lot. After April 1st, the home will be listed for sale. If it sells, there will be written documentation to the future owner about an active municipal well construction site on the lot adjacent to theirs. They are also working on two easements, one for the pipe between the water treatment facility at Well 4 and the new Well 12. The other easement will be documenting that we have been using their driveway for years.

10. Adjournment.

Motion made by Ray Schmidt to adjourn the meeting.

Ayes all. Nays none. Motion carried.

Meeting Adjourned: 12:30 P.M.