

**City of Stevens Point
Board of Water and Sewerage Commissioners
November 12, 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, Jenny Schmeiser, Eric Southworth, Chris Lefebvre, Shane Kohnen, Jason Draheim, Ald. Shuda, Ald. Guthrie and Jaime Zdroik

2. Approval of Minutes

Motion made by Anna Haines, seconded by Carl Rasmussen to approve the October 14, 2024 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 October 2024 as audited and read.

Ayes all. Nays none. Motion carried.

4. Water Supply and Distribution Reports - Eric Southworth

Eric stated last week Well 12 test pumping was completed. It pumps a little over 1,000 gpm. Everything went well. Next month the Commission will see a couple of furnace repairs. There are some buildings that have heating issues. Raw pump 1 at Well 11 was repaired and will be reinstalled next week. Last week, postcards were mailed out to all residents/homeowners regarding water lateral materials inventory. The EPA required that by 2024 the utility have an inventory of all of our private water material lines/pipes. We have records of all of public materials. This is in accordance with the new lead and copper regulations.

5. Scope of services with Bartingale Mechanical for the procurement and installation of a new building management system for the utility garage at 1925 Cypress St.- Joel Lemke

Our building management system for the Utility Garage needs upgrading. There have been issues with it since it was new in 2018. The building management system that is at the Transit Facility is functioning much better, so we are trying to bring those two systems together. This scope of services would accomplish two things; fixing existing mechanical issues and upgrading the building management software.

Motion made by Carl Rasmussen, seconded by Anna Haines to approve the scope of services with Bartingale Mechanical for the procurement and installation of a new building management system for the Utility Garage in an amount not to exceed \$29,990.00.

Ayes all. Nays none. Motion carried.

6. Implementation of a lateral repair program and related rate adjustment - Joel Lemke

Joel summarized the reason the implementation of a lateral repair program is necessary. This would alleviate the financial hardship customers incur with the unexpected costs of replacing their sewer lateral within the City right-of-way and/or easement areas.

Joel is proposing an ordinance change to Chapter 13 for lateral line replacement and utility affordability fee. This will be charged to all customers in the Residential customer class. The fee would be 1.89/month per Residential class customer or \$5.67/quarter per Residential class customer.

Motion made by Mae Nachman, seconded by Ray Schmidt to approve amending the Chapter 13 ordinance for implementation of a lateral repair program and related rate adjustment.

Ayes all. Nays none. Motion carried.

7. Sewage Treatment Operations Report - Chris Lefebvre

Chris stated the WWTP staff has been working diligently on getting the plant prepped for winter. All permit limits were met for the month of October. Chris explained that our limit of detection has been lowered so we will range anywhere from .14 to .19. This allows them to be more accurate with their reporting.

8. Construction and Maintenance Report - Shane Kohnen

Shane stated the crew is currently repairing a water main break. Shane also stated the crews are cleaning a 48" diameter storm main on Patch Street from Church Street to Michigan Ave. It was found to be half full of sand. This is part of the reason there is drainage issues on Michigan Avenue. They have removed 40 loads of sand from the storm main, and they are only halfway through the entire length of that main. After this is completed, the performance of that storm will be far greater.

9. Approval of a change order to the Forest Creek contract for the installation of conduit and fiber - Joel Lemke

Joel explained that we are doing a change order for fiber work that is needed in a

number of parts of town. The amount of the change order is \$190,696.00. Part of that amount includes two Parks Dept. projects and also a project for Transit. So approximately \$60,000 of the change order amount will be our portion.

Motion made by Carl Rasmussen, seconded by Anna Haines to approve the change order to the Forest Creek contract for the installation of conduit and fiber in the amount of \$190,696.00.

Ayes all. Nays none. Motion carried.

10. Adjustment of Stormwater Utility assistance for street tree efforts - Joel Lemke

Joel explained that this is discussed annually. There are two funds that we give money to out of stormwater. One is for street sweeping and that is \$70,000 per year and the other is for street tree planting for \$25,000. The street tree planting has been a good program and helps storm water in a number of ways. Joel is proposing the dollar amount for street tree planting be increased to \$30,000 per year.

Carl questioned if the City of Stevens Point has a non-native tree planting policy?

Motion made by Mae Nachman, seconded by Anna Haines to adjust the Stormwater Utility assistance for street tree planting efforts from \$25,000 to \$30,000.

Ayes all. Nays none. Motion carried.

11. Recognition of Steward of Safe Water Award - Joel Lemke

Joel stated at our recent Wisconsin Section of the AWWA, Paul was awarded the Steward of Safe Water Award. This award is given to a commission, committee, or board member responsible for the oversight of a water utility and has been in that role for more than 10 years. Joel explained at the various conferences/events that they attend when talking with others, our Commission, in general, is held in high regard. So this award is well deserved. Joel congratulated and thanked Paul.

12. Directors Report - Joel Lemke

Nothing to discuss.

13. Adjournment.

Motion made by Ray Schmidt to adjourn the meeting.

Ayes all. Nays none. Motion carried.

Meeting Adjourned: 12:45 P.M.