

**City of Stevens Point  
Board of Water and Sewerage Commissioners  
November 10, 2025 - 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, Mae Nachman, Anna Haines and Ray Schmidt

**ALSO PRESENT:** Joel Lemke, Jennifer Schmeiser, Eric Southworth, Chris Lefebvre, Shane Kohlen and Jaime Zdroik

**EXCUSED ABSENCE:** Carl Rasmussen

**2. Approval of Minutes**

**Motion** made by Mae Nachman, seconded by Anna Haines to approve the October 14, 2025, meeting minutes of the Board of Water & Sewerage Commission.

***Ayes all. Nays none. Motion carried.***

**3. Approval of Department Claims**

**Motion** made by Anna Haines, seconded by Mae Nachman to approve the department's claims for the month of October 2025 as audited and read.

***Ayes all. Nays none. Motion carried.***

**4. Award of project 25-202 to Advance Construction, Inc. of Green Bay, Wisconsin in the amount of \$2,291,803.95 - Joel Lemke**

Joel explained this would be for the reconstruction of two lift stations. The base bid for the project was \$1,992,873.00 but with the 15% contingency, it brings it to \$2,291,803.95. Joel stated we rarely go over 3 to 5% with needed change orders.

Staff recommends approval as presented.

**Motion** made by Mae Nachman, seconded by Anna Haines to approve awarding project 25-202 to Advance Construction, Inc. of Green Bay, Wisconsin in the amount of \$2,291,803.95 which includes the 15% contingency.

**Ayes all. Nays none. Motion carried.**

**5. Pre-Disaster Flood Resilience (PDFR) grant authorization and match commitment letter - Joel Lemke**

Our Capital Operations & Maintenance had an approved item for \$64,000 for the local share needed for a flooding study that was initially approved through the federal BRIC grant program. The BRIC grant money was cancelled. So we are trying to accomplish this with a different program, the PDFR. If they use the whole grant, which is \$300,000, then the local share would be \$75,000.

**Motion** made by Anna Haines, seconded by Mae Nachman to approve applying for the Pre-disaster Flood Resilience (PDFR) Grant, changing the approved dollar amount to \$75,000.00 and the resolution.

**Ayes all. Nays none. Motion carried.**

**6. Pre-Disaster Flood Resilience (PDFR) resolution - Joel Lemke**

See Item 5.

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

Eric stated pumpage is similar to last year. We are interviewing for a GIS position that has been vacant for a year and half. The Well 12 & Well 4 Project will be at 90% plan review.

Joel explained why last month's KW's per gallon pumped numbers were off. That was not a billing error, it was a fuel cost adjustment by WPS.

**8. Approval of pump repair costs due to pump failure - Chris Lefebvre**

Joel stated we are getting retroactive approval for the non-potable water pump because it is a critical part of the operation and needed to be repaired. The cost for parts and labor totaled \$18,337.38.

**Motion** made by Mae Nachman, seconded by Anna Haines to approve pump repair costs due to pump failure in the amount of \$18,337.38.

**Ayes all. Nays none. Motion carried.**

**9. Approval for professional services to create a water supply service area plan to meet the needs of NR854 - Joel Lemke**

The DNR is requiring the creation of a Water Supply Service Area Plan that complies with recently adopted language in the State Statutes NR 854. The deadline for this is 12/31/2025.

Several consulting engineers stated this could be done for \$10,000 or less in the timeframe needed.

Staff requests permission for the creation of a Water Supply Service Area Plan for an amount not to exceed \$10,000.00.

**Motion** made by Mae Nachman, seconded by Anna Haines to approve contracting out the creation of a Water Supply Service Area Plan for an amount not to exceed \$10,000.00.

***Ayes all. Nays none. Motion carried.***

**10. Sewage Treatment Operations Report - Chris Lefebvre**

Chris stated all permit requirements were met for October. Chris explained that due to the fluctuation in numbers for ammonia, they had to switch back to how they were treating it. So now we are removing phosphorus and some ammonia will be removed in that process. If we do determine that we need to start removing ammonia to meet our permit limits, we might have to look into some sort of upgrade in order to do it. He doesn't see that happening in the near future.

**11. Chapter 13 ordinance amendment creating a program document for the lateral line replacement fund program and cleaning up previous language - Joel Lemke**

Joel stated that back in November of last year, we began collecting a fee from all residential customers to cover the costs of lateral line replacement in the public right of way.

After discussion, rather than having to modify the ordinance all the time, we are going to have a program document. So, if we have any changes that need to be made in the future, we can change the document and bring it to the Commission for approval and that will be the guiding document as referred to in the ordinance.

We are also amending the ordinance to add rates for the lateral line replacement fund.

**Motion** made by Anna Haines, seconded by Mae Nachman to approve the Chapter 13 ordinance amendment, the adoption of the program document and to add rates which were previously approved but missed in the ordinance adoption.

***Ayes all. Nays none. Motion carried.***

**12. Construction and Maintenance Report - Shane Kohnen**

Shane said he had nothing to add to the report other than asphalt plants will start shutting down soon, so no more opening of roads unless it is an emergency.

**13. Ordinance amendment requiring the use of stormwater lateral - Joel Lemke**

Joel explained that we have been installing stormwater laterals to properties that didn't have them. A lot of properties discharge stormwater from their basements by way of sump pumps and foundation drains, etc. Our current ordinances allow for several citations before they need to discharge stormwater to storm laterals when present. The ordinance amendment is really to make it clear that if there is water being discharged from a person's property and there is a storm sewer lateral present, you have to connect to it.

**Motion** made by Mae Nachman, seconded by Anna Haines the Chapter 13 ordinance amendment requiring the use of storm laterals.

***Ayes all. Nays none. Motion carried.***

**14. Directors Report - Joel Lemke**

Joel had nothing to discuss.

**15. Adjournment.**

**Motion** made by Mae Nachman to adjourn the meeting.

***Ayes all. Nays none. Motion carried.***

**Meeting Adjourned: 12:16 P.M.**