

City of Stevens Point
Board of Water and Sewerage Commissioners
December 14, 2020 - 12:30 PM
(or immediately following the previous scheduled meeting)

Meeting will be held via a Zoom Meeting URL to connect:
<https://us02web.zoom.us/j/82026885705> Dial in number: (301) 715-8592
Meeting ID: 820 2688 5705

MINUTES

Discussion and Possible Action on:

1. Roll Call

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

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

2. Approval of November 9, 2020 minutes

Motion made by Anna Haines, seconded by Mae Nachman to approve the minutes of the November 9, 2020 meeting 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 Carl Rasmussen to approve the department claims for the month of November as audited and read.

Ayes all. Nays none. Motion carried.

4. Water Supply and Distribution Reports - Eric Southworth

Eric provided the Commission with a spreadsheet showing the mills usage compared to our monthly pumping. The mills usage generally stays the same. Carl wanted to know what the significant jump was in September, October and November compared to previous years. Carl stated if it is not the mill or another major user then what is causing the higher consumptions in these months. Eric stated there is another spreadsheet that he can do in order to compare all commercial, industrial, and residential customers as well that might provide more information. Paul suggested if it

is not too time consuming, Eric should generate that spreadsheet and bring it back to next month's meeting. Eric also stated he has an annual spreadsheet that he can bring as well.

Eric also stated the Well Site Investigation Report for Well 4 replacement is in the DNR's hand and they are to decide whether they approve the new wellsite by January 31, 2021. Well 5 is raised and abandoned. The crew finished tearing down that building last week. Our repiping project at Well 7 out in wellfield is currently taking place and is coming along well. That project should be done shortly after January 1st.

Joel explained that we have two possible locations for Well 4 that the DNR is currently reviewing. The locations are both near Well 4 but up on top of the bluff. One would involve a small property acquisition and the other might be in some existing City parcel or right-a-way.

5. Sewage Treatment Operations Report - *Chris Lefebvre*

Chris stated all permit limits were met for the month of November. We produced 44% of our own electricity and 66% of the heat used on site. Everything is going well.

6. Construction and Maintenance Report - *Craig Czaikowski*

Craig stated Well 5 was torn down last week. Storm crew finished up a project on W. Gates Drive and it just needs to be seeded. The Water Department crew is currently working on hydrant maintenance.

7. Community Area Network Report - *Joel Lemke*

Nothing to report.

8. Update on assessment of late fees. - *Joel Lemke*

The PSC started a docket stating utilities needed to send a letter to them stating their intent to start the assessment of late fees again now that the State action prohibiting the assessment of late fees is over. Joel wanted to notify the Commission of our intent to start assessing late fees once again.

9. Proposed amendment to Chapter 13 of the RMC requiring the installation of plumbing for test ports for meters larger than 2" on new construction - *Joel Lemke*

Joel explained that we go onsite to test all meters over 2 inches in the City. We would like to have new meter installations, where it is new construction, to have the contractor plumb a pipe from where the meter is to the outside of the building. Then we would not have to run hoses through the building where there are finished areas in order to complete the meter testing. The large meters stay in place while we test them. Smaller meters we take out and bring them back to the shop to test. This a developing trend in

the industry on new construction, to have them facilitate our testing at the outside of the building with piping that goes through the building wall.

Motion made by Ray Schmidt, seconded by Mae Nachman to approve the proposed amendment to Chapter 13 of the RMC requiring the installation of plumbing for test ports for meters larger than 2 inches on new construction.

Ayes all. Nays none. Motion carried.

10. Notice of employee seeking elected office - Joel Lemke

Joel explained that it is in the City's Administrative Policy to have all employees notify us when seeking an elected office. Joel does not identify any conflict with this at all.

11. Directors Report - Joel Lemke

Nothing to report.

12. Adjournment

Motion made by Anna Haines to adjourn the meeting.

Ayes all. Nays none. Motion carried.

Meeting Adjourned: 1:34PM