

BOARD OF WATERWORKS COMMISSIONERS - 4: 00 PM (Monday, May 20, 2019)Generated by
Joe Trueblood on Wednesday, May 22, 2019

Members Present: Gerald Van De Kreeke, Ray Haen, Mark Smith

Staff/Officials: Utility Accountant, Lisa Gottsacker; Distribution Supervisor,
Rich Dale; Distribution Supervisor, Dave McMillan; Operations Supervisor, Bill
Swearingen; CR/F Supervisor, Tamara Scheuren; Superintendent, Joe Trueblood,
Excused.

Visitor(s): Julie Meyer, HUB International

1. OPENING OF MEETING

1.1 Pledge of AllegianceAll present honored the flag.

2. MINUTES

2.1 Approval of minutes from the April 23, 2019 meetingCommissioner Van De
Kreeke made a motion, seconded by Commissioner Haen, to approve the minutes.
Motion passed unanimously.

3. REPORTS

3.1 Financial reportsUtility Accountant reviewed the reports for April. Motion
by Commissioner Smith, seconded by Commissioner Haen to accept the reports.
Motion carried unanimously.

3.2 Superintendent's report including operations and
construction-maintenanceOperations Supervisor, Distribution Supervisor,
McMillan, and CR/F Supervisor reviewed their respective monthly reports.
Commissioner Van De Kreeke made a motion, seconded by Commissioner Smith to
accept the reports.

4. ITEMS PREVIOUSLY HELD OVER FOR DISCUSSION AND POSSIBLE ACTION

4.1 Lead water service replacement programNo Update.

4.2 Raw water improvements/intake project Work continues on RFP for design/engineering, construction services, and cost structure.

4.3 Water demand study AECOM Engineering continues to work with utility staff to analyze current demands and to forecast/evaluate future demand, concepts, and growth for the water utility. The demand study will be used to support future construction projects like the raw water improvement project.

4.4 Horizon Drive water tower project Interior and exterior painting work is underway, with completion expected the end of May. Tank is expected to be back in service the first week of June.

4.5 Clear well sluice gate and UV bypass project Drawings and design complete. Project requires WDNR approval. Project would be scheduled for Spring 2020.

4.6 Georgia Avenue pump station project Pumps 1 & 2 and associated piping have been removed and are decommissioned. Outside electrical and natural gas utility work is underway. Equipment startup, including natural gas generator and new pump/motor is scheduled for mid-June.

5. ITEMS FOR DISCUSSION AND POSSIBLE ACTION

5.1 PSC code changes: none

5.2 Approve R.O. submitting 2020 CIP and preliminary 2021 - 2025 CIP Commissioner Smith made a motion, seconded by Commissioner Haen, to approve and submit the R.O. to Council. Motion carried unanimously.

5.3 Review potential changes to medical insurance plan Julie Meyer, of HUB International, and the Utility Accountant presented proposals regarding the utility's medical insurance plan. Commissioner Van De Kreeke made a motion, seconded by Commissioner Haen to approve the proposals as presented.

5.4 Review proposals for tank inspections

Distribution Supervisor McMillan reviewed bids for 5 -year WDNR required tank and tower inspections. The following bids were received: Liquid Engineering at \$4,600 ; Midco at \$6,099 ; Elite National at \$9,800 ; Dixon Engineering at \$13,650. Commissioner Haen made a motion, seconded by Commissioner Smith, to accept the lowest responsive bid from Liquid Engineering. Motion carried unanimously.

5.5 Approve vouchers Commissioner Haen made a motion, seconded by Commissioner Van De Kreeke, that gross payroll for April of \$164,625.76 and general vouchers of \$905,418.99 be allowed and accepted. Motion carried unanimously.

6. PERSONNEL

6.1 None

7. NEXT MEETING

7.1 Next meeting will take place on Monday, June 17, 2019 at 4: 00 pm.

8. ADJOURN

8.1 Motion to Adjourn Commissioner Smith made a motion, seconded by Commissioner Van De Kreeke, to adjourn at 5: 10 pm. Motion carried unanimously.