

City of Sheboygan
2021-06-21

C44JRN4E76E6

BOARD OF WATERWORKS COMMISSIONERS - 3: 30 PM - (Monday, June 21, 2021)Generated
by Joe Trueblood on Friday, June 25, 2021

Members present:

President Gerald Van De Kreeke, Secretary Mark Smith, Member Tom Howe

(all remote)

Staff:

Superintendent Joe Trueblood

(remote)

1. OPENING OF MEETING

1.1 Pledge of AllegianceAll present honored the flag of the United States.

2. MINUTES

2.1 Approval of minutes from the May 17, 2021 meetingCommissioner Smith made a motion, seconded by Commissioner Howe, to approve the minutes from the May 17, 2021 Board meeting.

Motion passed unanimously.

3. REPORTS

3.1 Financial reportsCommissioner Smith made a motion, seconded by Commissioner Howe, to accept the financial reports as presented.

Motion passed unanimously.

3.2 Superintendent's report including operations, construction-maintenance, and customer relations/fiscalCommissioner Smith made a motion, seconded by Commissioner Howe, to accept the superintendent's

report

as presented.

Motion passed unanimously.

4. ITEMS PREVIOUSLY HELD OVER FOR DISCUSSION AND POSSIBLE ACTION

4.1 Update on Raw Water Improvements project Superintendent advised that CDM Smith has completed detailed design work.

WI PSC has requested some additional reports.

Superintendent continues to pursue funding grants including a directed spending appropriation from Senator Baldwin's office, American Rescue Plan Act, FEMA BRIC.

The Utility Accountant is working toward completion of the Safe Drinking Water loan application due by June 30.

Meanwhile the Board's R.O. was sent to Council for approval of the proposed easement changes to accommodate final design and layout of the project.

Utility staff also met with Parks colleagues for an update on plans to modify disc hole # 13 and surrounding.

Overall the RWI project remains on schedule for construction starting in 2022.

Commissioner Van De Kreeke made a motion, seconded by Commissioner Smith, confirming the Board's intent to provide matching local funds as needed to comply with

the requirements of a directed spending appropriation if received for the project.

Motion passed unanimously.

5. ITEMS FOR DISCUSSION AND POSSIBLE ACTION

5.1 Update on performance of roof-top photo-voltaic system after one year Superintendent reviewed a report on the performance of the system, which has fulfilled its expectation of peak output at 20 kW on summer days.

The report is available on the Utility's website.

5.2 Request approval of insurance renewal package Superintendent reviewed the renewal package for all non-health and non-WC insurance for the Water Utility as presented by Hub International for a total annual premium of

\$76,069.

The League of Municipalities program had not provided a proposal this year.

Commissioner Smith made a motion, seconded by Commissioner Howe, to approve the proposal from Hub.

Motion passed unanimously.

5.3 Request approval of R.O. on Declaration of Official Intent for RWI project Mayor Sorenson and the City Clerk recently signed a Declaration of Official Intent which will allow the Utility to reimburse certain prior expenses on the Raw Water Improvements project from future borrowings.

Commissioner Van De Kreeke

made a motion, seconded by Commissioner Howe, to approve and submit the R.O. to Council documenting the Declaration.

Motion passed unanimously.

6. PERSONNEL

6.1 Review proposed remote work policy as addition to Employee Handbook Superintendent reviewed a draft policy as an addition to the existing Handbook.

Commissioner Howe requested to know if the City of Sheboygan intended to formalize any remote work policy, and Superintendent was unsure but would request an update for future discussion.

7. NEXT MEETING

7.1 Next meeting will take place on July 19, 2021, possibly in-person at the Utility if conditions allow.

8. ADJOURN

8.1 Motion to Adjourn At 4: 14 PM, Commissioner Smith made a motion to adjourn, which was seconded by Commissioner Howe.

Motion passed unanimously.