

**MANITOWOC WASTEWATER TREATMENT
FACILITY BOARD MEETING MINUTES**

Gregg Wolf, Chairperson, called the special meeting of the Manitowoc Wastewater Treatment Facility Board to order on Tuesday, December 13, 2011 at 4:07 P.M.

Board members present: Gregg Wolf, Chairperson
 Val Mellon
 Gary Underwood
 Dale Zahn
 Brian Helminger, Secretary

Board member(s) not present: Jim Brey
 Dave Luckow
 Scott Mertens

Also present: Mike Jaeger

MINUTES

The minutes of the November 2, 2011 Board Meeting required no additions or corrections. Motion by Dale Zahn to accept the November 2, 2011 Board Meeting minutes as presented and place on file; second by Val Mellon. Motion carried unanimously.

FINANCIAL STATEMENTS on WASTEWATER TREATMENT FACILITY OCTOBER 2011

The October 2011 financials were reviewed. The sewer revenue sheet showed the billing for outside waste totaled \$29,466.53 for October. Several budget lines were discussed including 535530 HVAC Repairs and Maintenance which is well overdrawn as a result of the replacement hydronic piping project. Motion by Gary Underwood to accept the October 2011 financials as presented and place on file; second by Val Mellon. Motion carried unanimously.

HYDRONIC PIPE CORROSION REPLACEMENT PROJECT STATUS

Helminger briefed the Board about the completed hydronic pipe project. Information only. No action taken.

DISCUSSION AND POSSIBLE ACTION OF FVTC LABORATORY INTERNSHIP FOR SPRING 2012 SEMESTER

Helminger presented information for possible spring 2012 laboratory internships. Possible wage of \$10.00/hour. Motion by Val Mellon to accept the FVTC internship for spring 2012; second by Gary Underwood. Motion carried unanimously.

ANNOUNCEMENT AND DISCUSSION OF RETIREMENT OF A WWTF EMPLOYEE

Helminger informed the Board of upcoming retirement of an operator. Helminger suggested we leave this position vacant. Helminger will report to the Board at the June 2012 meeting of the status of the plant operations.

PLANT REPORT

Jaeger reviewed plant report operating parameters, work completed, projects and the effluent discharged for the month of November. No action taken.

Motion to adjourn made by Gary Underwood; second by Dale Zahn. Meeting adjourned at 4:55 P.M.

Respectfully submitted,

Brian Helminger
Secretary, WWTFB

BH/jma
Copy: City Clerk's Office