

MANITOWOC WASTEWATER TREATMENT FACILITY BOARD MEETING MINUTES

Gregg Wolf, Chairperson, called the regular meeting of the Manitowoc Wastewater Treatment Facility Board to order on Tuesday, April 3, 2012 at 4:03 P.M.

Board members present: Gregg Wolf, Chairperson
Dave Luckow
Val Mellon
Dale Zahn
Brian Helminger, Secretary

Board member(s) not present: Jim Brey
Scott Mertens
Gary Underwood

Also present: Mike Jaeger

MINUTES

The minutes of the February 14, 2012 Board Meeting required no additions or corrections. Motion by Val Mellon to accept the February 14, 2012 Board Meeting minutes as presented and place on file; second by Dave Luckow. Motion carried unanimously.

FINANCIAL STATEMENTS on WASTEWATER TREATMENT FACILITY JANUARY 2012

The January 2012 financials were briefly reviewed. Account activity is minimal this early in the year so no specific budget lines were discussed. Hauled waste revenue totaled \$22,282.25 for the month of January. Motion by Dave Luckow to accept the January 2012 financials as presented and place on file; second by Val Mellon. Motion carried unanimously.

FINANCIAL STATEMENTS on WASTEWATER TREATMENT FACILITY FEBRUARY 2012

The February 2012 financials were reviewed. Helminger pointed out that revenues for February were off by \$50,079 from budget projections. The revenue will be watched closely and could bear further discussion if the revenue continues to fail to meet budget projections. The sewer revenue sheet showed the billing for outside waste totaled \$18,207.47. Motion by Val Mellon to accept the February 2012 financials as presented and place on file; second by Dale Zahn. Motion carried unanimously.

MARCH 2012 – PHOSPHORUS OPTIMIZATION PLAN FOR NPDES PERMIT COMPLIANCE

Helminger informed the WWTF Board that as a requirement of the recently issued NPDES permit, a Phosphorus Optimization was prepared to describe the method and means that will be used to meet the 0.6 mg/L effluent phosphorus limit that is now required by the NPDES permit. A copy of the optimization plan was included in the Board member packets for review. No action taken.

DISCUSSION AND POSSIBLE APPROVAL FOR PURCHASE AND INSTALLATION OF EFFLUENT PHOSPHATE ANALYZER

Helminger reviewed the proposed project and provided quotations on the analyzer cost and the cost to link it with the existing SCADA system and control chemical feed pump output. A chemical reduction of 10% would generate a project payback of just 17 months. A chemical savings of 20% has been realized in other installations in Wisconsin. Motion by Dave Luckow to purchase and program the Ortho Phosphate Analyzer; second by Val Mellon. Motion carried unanimously.

DISCUSSION AND POSSIBLE ACTION ON SEWER CHARGES FOR 3611 DIVISION STREET

Helminger passed out an electronic mail that arrived via MPU describing an incident of high water consumption at 3611 Division Street due to a water pipe leak or rupture in an unoccupied residence. The question of relief from sewer charges was posed since presumably the water was clear water that leaked to the basement and down a floor drain to the sanitary sewer system. The fact that the discharged water was conveyed, pumped, and treated along with an unwillingness to set a precedent were both verbalized by Board members. Motion by Dave Luckow not to adjust the sewer charges for this property; second by Val Mellon. Motion carried unanimously.

EMPLOYEE POLICY MANUAL DISCUSSIN ON IMPACT AT WWTF

Helminger informed the Board of recent changes in the Employee Policy Manual and how they will affect the operations at the WWTF. Helminger will attend Personnel committee meeting on April 9 to request changes to policy.

Val Mellon left the meeting at 4:55 P.M.

PLANT REPORT

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

Motion to adjourn made by Dave Luckow; second by Dale Zahn. Meeting adjourned at 5:00 P.M.

Respectfully submitted,

Brian Helminger
Secretary, WWTFB

BH/jma
Copy: City Clerk's Office