

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, April 9, 2013 at 4:00 P.M.

Board members present: Gregg Wolf, Chairperson
 Jim Brey
 Dave Luckow
 Greg Minikel
 Gary Underwood
 Dale Zahn
 Brian Helminger, Secretary

Also present: Mike Jaeger

Board member(s) not present: Scott Mertens

PUBLIC INPUT

No public input.

MINUTES

The minutes of the March 7, 2013 Board Meeting required no corrections. Motion by Dave Luckow to accept the March 7, 2013 Board Meeting minutes as presented and place on file; second by Dale Zahn. Motion carried unanimously.

FINANCIAL STATEMENTS on WASTEWATER TREATMENT FACILITY FEBRUARY 2013

The February 2013 financials were reviewed. Hauled waste revenue totaled \$18,219.06 for the month of February and outpaced the projection of \$12,500 per month. Lines 462100 and 462200 were mentioned as Special Assessments are no longer being used to offset the yearly budgeted expenses. Revenue Line 493100 was pointed out as half of what it was in 2012 as more debt service was included in the sewer user charge since the WWTF reserves are being depleted. Motion by Gary Underwood to accept the February financials as presented and place on file; second by Dave Luckow. Motion carried unanimously.

DISCUSSION & POSSIBLE APPROVAL of OPERATOR WAGES RETROACTIVE TO ONE YEAR ANNIVERSARY

Helminger informed the Board that an Operator had recently passed the one year of service mark and had not been brought up to full Operator wage scale. In the past, the union contract called for steps at 4 months, 8 months, and at one year. Helminger informed the Board that he appeared before the Personnel committee and contingent upon Board approval had recommended aligning this Operator with the rest of the employees working within that position. Motion by Jim Brey to approve increase operator wage to the current \$23.73/hour retroactive to operator's anniversary date; second by Greg Minikel. Motion carried unanimously.

CITY MASTER SERVICES AGREEMENT & TASK ORDER APPROVAL WITH STRAND ASSOCIATES FOR WWTF

Helmingier updated the Board on the progress of contracting Strand Associates for capital projects. The contract and task orders should go thru for Council approval on April 15th.

Strand also requested a date for presentation of the final ONR report to the WWTF Board. The presentation is specified into the agreement and Helmingier is to call a meeting for April 23, 2013 at 4:00PM for the presentation.

STACK FILTER REPAIR

One of the 3 stack filter pumps was removed from service for repair due to bearing noise. Discussion of stack filter pump repairs or replacement was presented. No action taken.

SEASONAL STAFFING FOR SUMMER 2013

Helmingier requested to split available salary between two summer employees for 2013. The total wages are not to exceed the budgeted amount plus one month worth of salary for a currently vacant Operator position. Motion by Dale Zahn to hire two summer 2013 seasonal employees; second by Jim Brey. Motion carried unanimously.

PLANT REPORT

Jaeger excused himself and Helmingier reviewed the plant report discussing the operating parameters, work completed, projects and effluent quality for March 1 – March 31, 2013. No action taken.

Motion to adjourn made by Gary Underwood; second by Greg Minikel. Meeting adjourned at 4:31 P.M.

Respectfully submitted,

Brian Helmingier
Secretary, WWTFB

BH/jma
Copy: City Clerk's Office