

**MANITOWOC WASTEWATER TREATMENT  
FACILITY BOARD MEETING MINUTES**

Gary Underwood called the meeting of the Manitowoc Wastewater Treatment Facility Board to order on Tuesday, June 18, 2013 at 4:20 P.M.

Board members present:                 Dave Luckow  
  Dan Koski  
  Gary Underwood  
  Dale Zahn  
  Brian Helminger, Secretary

Board member(s) not present:         Jim Brey  
  Scott Mertens  
  Greg Wolf

**PUBLIC INPUT**

No public input.

**MINUTES**

The minutes of the April 23, 2013 Board Meeting required no corrections. Motion by Dave Luckow to accept the April 23, 2013 Board Meeting minutes as presented and place on file; second by Dale Zahn. Motion carried unanimously.

**FINANCIAL STATEMENTS on WASTEWATER TREATMENT FACILITY MARCH 2013**

The March 2013 financials were reviewed. Hauled waste revenue totaled \$27,954.81 for the month of March and is trending ahead of schedule for the year. Motion by Dave Luckow to accept the March financials as presented and place on file; second by Dale Zahn. Motion carried unanimously.

**FINANCIAL STATEMENTS on WASTEWATER TREATMENT FACILITY APRIL 2013**

The April 2013 financials were reviewed. April hauled waste totaled \$40,662.06. Budget line 535210 is over budget due to supplies purchased for the parts washer. Motion by Dale Zahn to accept the April financials as presented and place on file; second by Dan Koski. Motion carried unanimously.

**2012 COMPLIANCE MAINTENANCE ANNUAL REPORT (CMAR)**

Helminger presented the 2012 CMAR report and discussed the sections focusing on the categories and the issues that led to points were assessed. The report was complete except for the balance in the Equipment Replacement Fund at year end 2012. Helminger informed the Board the CAFER report was due to be completed any day and the most up to date information would be included provided the report was completed by 6/30/2013. There were no major effluent violations that occurred in 2012 and the CMAR overall scores very well for a WWTF this age.

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Helmingier informed the Board that the submission process can be validated online but not completed until after the Council places a resolution number on the document and places it on file. Motion by Dale Zahn to accept the 2012 CMAR report as presented and forward to Council for action when the final data piece can be entered and the report validated; second by Dan Koski. Motion carried unanimously.

#### **BOARD MEMBERS TERMS/REPLACEMENTS**

Several Board members' terms expired on June 1, 2013. Replacements will be needed for Scott Mertens and Gary Underwood. Dave Luckow indicated he will accept an additional appointment and Craig Haan will also be added to the Board. There is one final opening for a residential representative that still needs to be filled. No action taken.

#### **PLANT REPORT**

Helmingier reviewed the plant report discussing the operating parameters, work completed, projects and effluent quality for the period April 1 to May 31, 2013. No action taken.

Motion to adjourn made by Dave Luckow; second by Gary Underwood. Meeting adjourned at 4:50 P.M.

Respectfully submitted,

Brian Helmingier  
Secretary, WWTFB

BH/jma  
Copy: City Clerk's Office