

## **MANITOWOC WASTEWATER TREATMENT FACILITY BOARD MEETING MINUTES**

Gregg Wolf, Chairperson called the meeting of the Manitowoc Wastewater Treatment Facility Board to order on Tuesday, January 14, 2014 at 4:04 P.M.

Board members present:            Gregg Wolf  
   Dan Koski  
   Dave Luckow  
   Dale Zahn  
   Brian Helminger, Secretary

Also present:                            Mike Jaeger

Board member(s) not present:    Jim Brey  
   Craig Haan

### **PUBLIC INPUT**

No public input.

### **MINUTES**

The minutes of the December 10, 2013 Board Meeting required no corrections. Motion by Dave Luckow to accept the December 10, 2013 Board Meeting minutes as presented and place on file; second by Dan Koski. Motion carried unanimously.

### **FINANCIAL STATEMENTS ON WASTEWATER TREATMENT FACILITY FOR OCTOBER AND NOVEMBER 2013**

The October and November 2013 financials were reviewed. Account activity was normal for this time of year with only a couple anomalies with individual lines that were discussed. Motion by Dale Zahn to accept the October and November financials as presented and place on file; second by Dave Luckow. Motion carried unanimously.

### **CAPITAL IMPROVEMENT PLANNING UPDATE**

Helminger informed the Board on progress since the last meeting. Intent to Apply (ITA) and Priority Evaluation and Ranking Form (PERF) were submitted to DNR prior to the December 31<sup>st</sup> deadline, in order to be considered for a low interest Clean Water Fund loan. The list of potential updates and repairs has been reviewed and those things that could be delayed were omitted to keep the costs down. A meeting with Strand was postponed due to inclement weather and will be rescheduled. The meeting will focus on narrowing down the scope of the project, the current debt and repayment structure, and alternatives for financing the equipment updates and repairs.

Helminger informed the Board that a selection was necessary on an engineering firm for doing the engineering and design work for the project. Helminger recommended staying with Strand as they are most familiar with the plant after recently completing the ONR study in 2013. Helminger was advised to obtain a contract from Strand and begin the negotiation process and approval process for engineering services.

**PLANT REPORT**

Jaeger reviewed the plant report discussing the projects and work completed and effluent quality for the period November 1 – December 31, 2013. The WWTF was transitioned into wintertime operations, land application continued onto crop land, and all effluent limits were met for the 2 month period. No action taken.

Motion to adjourn made by Dan Koski; second by Dave Luckow. Meeting adjourned at 4:59 P.M.

Respectfully submitted,

Brian Helminger  
Secretary, WWTFB

BH/jma  
Copy: City Clerk's Office