

Commissioners:
 President: Mike Wallerich
 Gosse, Wallerich, Nelson, Sill, Hanson
 Staff Present: Dave Vosen, Utilities Superintendent
 Susan Schamaun, City Clerk

Date: December 28, 2010

PROCEEDINGS OF THE UTILITIES COMMISSION

The regular monthly meeting of the Utilities Commission of the City of Wabasha was held on Tuesday, December 28, 2010, and was called to order by Commissioner Wallerich at 4:03 pm.

Roll call found all Commissioners present.

Mayor elect Rollin Hall was present.

Commissioners Gosse and Hanson moved to approve the minutes of November 30, 2010 meeting as submitted. Adopted unanimously.

Commissioners Gosse and Wallerich moved to approve the following regular bills as submitted. Adopted Unanimously.

Water Dept:

| | | |
|---------------------------|------------------------------------|-------------------|
| FERGUSON WATERWORKS | METERS – INVENTORY | \$1,125.06 |
| MN. DEPT. OF HEALTH – MDH | MDH FEE – 4 TH QTR 2010 | \$1,771.00 |
| CITY OF RED WING | TESTING | \$54.00 |
| DICK’S AUTO PARTS | SUPPLIES | \$91.92 |
| DICK’S AUTO PARTS | SUPPLIES | -\$13.49 |
| GOPHER STATE ONE-CALL | LOCATE CALLS | \$43.50 |
| HAWKINS, INC. | CHEMICALS | \$372.15 |
| HILL’S HARDWARE | SUPPLIES | \$12.57 |
| MARATHON PETROLEUM | GAS | \$299.29 |
| MN RURAL WATER ASSN. | MEMBERSHIP | \$200.00 |
| STUMPF PRINTING COMPANY | UTILITY BILLS – PRINTING | \$193.98 |
| US POSTAL SERVICE | POSTAGE | \$75.00 |
| VERIZON | CELL PHONE | \$25.97 |
| XCEL ENERGY | MUNICIPAL PUMP | \$1,093.66 |
| XCEL ENERGY | WATER BOOSTER | \$465.93 |
| | TOTAL | \$5,810.54 |

Sewer Dept:

| | | |
|---------------------------|--------------------------|------------|
| BUSCH AUTO CENTER | EQUIP. MAINT. | \$59.36 |
| CITY OF RED WING | TESTING | \$516.00 |
| DICK’S AUTO PARTS | SUPPLIES | \$25.19 |
| DON’S LAWN & SPORTS | EQUIPMENT | \$67.99 |
| FIRSTLAB | RANDOM DRUG TEST | \$39.00 |
| HARTERT’S STORE INC. | AIR UNIT | \$90.00 |
| HAWKIN’S INC. | CHEMICALS | \$4,351.82 |
| HBC | ALARM | \$74.78 |
| HBC | PHONE | \$72.45 |
| HILL’S HARDWARE | SUPPLIES | \$84.26 |
| MARATHON PETROLEUM | GAS | \$257.60 |
| PAT MUELLER | EXPENSE REIMBURSEMENT | \$29.91 |
| RUSS COMPLETE AUTO REPAIR | EQUIP. MAINT. REPAIR | \$221.16 |
| STUMPF PRINTING COMPANY | UTILITY BILLS – PRINTING | \$193.98 |
| TOM HEFFERNAN FORD | EQUIP. MAINT. SUPPLIES | \$49.16 |
| US POSTAL SERVICE | POSTAGE | \$200.00 |
| USA BLUE BOOK | SUPPLIES | \$127.65 |
| VERIZON WIRELESS | CELL PHONES | \$50.85 |

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|-------------------------|---------------|------------|
| WABASHA CLINIC | MEDICAL FEE | \$33.00 |
| WABASHA RUBBISH REMOVAL | TRASH REMOVAL | \$38.08 |
| WW GOETSCH | PUMP REPAIR | \$1,516.23 |
| | TOTAL | \$8,098.47 |

Sewer Adjustment – 111 Second Street West – Steve Schurhammer:

Mr. Schurhammer, Schurhammer Manufacturing, Inc., submitted a letter stating his company was installing a Geothermal heating and cooling system at the above described property and that the 39,000 gallons of water was used for the drilling of the 25 bore holes located in the parking lot and that none of that water went into the sewer system and requested consideration of removing the charges for sewer for that 39,000 gallons of water. David Vosen verified that Mr. Schurhammer's statement that none of the 39,000 gallons of water went into the sewer system and recommended Commissioner's remove the sewer charge on those gallons. **After discussion, Commissioners Sill and Hanson moved to approve the removal of sewer charges for 111 Second Street West due to the installation of a Geothermal heating and cooling system as requested by Mr. Steve Schurhammer. Adopted unanimously.**

Manhole Rehabilitation – Mr. Bill Anderson:

Mr. Bill Anderson stated six concrete samples were taken from the manholes and they are supposed to have 5,000 psi and only one of the samples passed the 5000 psi. He informed Commissioners that when samples are taken they wait 28 days and then test. He stated they have spoken with Infratech and he has suggested having an outside company come in and re-test with the idea that with more than 28 days it should be up to the 5000 psi strength. He is also suggesting that Infratech pay for the re-testing. Infratech's bill for the project will be received soon and he is recommending not paying the entire bill until the retesting is done.

After discussion, Commissioners Gosse and Wallerich moved to approve paying 75% of Infratech's invoice for the Manhole Rehabilitation Project contingent upon Infratech taking responsibility for the cost of retesting the concrete. Adopted unanimously.

New Well – Mr. Bill Anderson:

Mr. Anderson stated if the Utilities Department wants to pursue financing through the State, then we will be put on a list for a loan and in exchange for the loan, the plans for the project will be the same but the specs will be different which will be added paperwork but the rate is pretty good. This means the cost for the plans and specs will cost a little more but the benefit will be a better interest rate.

After discussion, Commissioners Sill and Nelson moved to authorize moving forward with plans and specs for the new well and pumphouse. Adopted unanimously.

Push Camera:

David Vosen reported he was directed at the last meeting to look into the warranty and freight charges for the push camera from Infratech that was discussed at the last meeting. He stated the camera comes with a one-year warranty and freight charges will be \$100. He further stated Infratech came and did a demo, they put a tracer on the end and it worked well. David Vosen stated we can use our locator with it and an entire line can be traced.

After discussion, Commissioners Wallerich and Gosse moved to approve the purchase of the Push Camera from Infratech as presented. Adopted unanimously.

Other Business:

Sue Schamaun updated Commissioners that as of December 31, 2010, the current handheld units used for collecting meter readings will be unable to be repaired when they breakdown. There is new software also that needs to be purchased to upgrade our current water/sewer bill software and that needs to be installed before meter readings at the end of January 2011 due to a date issue. The new software is Windows based and all companies are using this compared to the current DOS system. Additionally, the City will have to purchase new handheld units at some point to correlate with the Windows based software. Our current handheld units will work with the Windows based software but they will not be able to be repaired so the upgrade for the software needs to be done now with the knowledge that the handhelds will have to be upgraded sometime in the near future. The cost of the new software is \$4,000.

David Vosen was directed to look into the cost of new handheld units.

After discussion, Commissioners Sill and Gosse moved to approve the purchase of the new Windows based software. Adopted unanimously.

David Vosen informed Commissioners that the Utilities Department is applying for a competitive grant to seal up the old City well that is in the bike shop. Hartert's submitted a quote for approximately \$25,000 to do the work. The State mandates that the City must dig down 20 feet to a cement floor and then verify that the lower level is filled. The hole is approximately 40 feet deep. Attorney Peter Ekstrand has informed David that it is the City's responsibility to deal with this State requirement. David stated the City may also apply for another \$10,000 grant.

The next regular meeting is scheduled for Tuesday, January 25, 2011.

Having no other business, the meeting unanimously adjourned at 4:50 pm.

Respectfully Submitted: _____
Susan Schamaun, City Clerk