

March 29, 2011

Commissioners Present :
Steve Nelson, President
Mike Wallerich, Larry Hanson, Steve Schmidt, Lynn Schoen
Staff Present:
Dave Vosen, Utilities Superintendent

Proceedings of the Utilities Commission

The regular monthly meeting of the Utilities Commission of the City of Wabasha was held on Tuesday, March 29, 2011 and was called to order by Commissioner Nelson at 4:08 p.m.

Roll call found all commissioners present.

Commissioners Wallerich and Hanson moved to approve the minutes of February 22, 2011 meeting with one minor correction. The meeting was called to order by Commissioner Nelson, not Commissioner Wallerich as stated. Adopted unanimously.

Commissioners Wallerich and Hanson moved to approve the regular and prepaid bills as submitted. Adopted unanimously.

Water Dept:

DICK'S AUTO PARTS	EQUIP. MAINT.	\$24.79
FERGUSON WATERWORKS	METER READING SOFTWARE	\$1,175.63
GOPHER STATE ONE CALLS	LOCATE CALLS	\$5.80
HAWKINS, INC.	CHEMICALS	\$425.62
HILL'S HARDWARE HANK	SUPPLIES	\$52.83
MARATHON PETROLEUM	GAS	\$196.39
SUSAN SCHAMAUN, PETTY CASH	POSTAGE	\$2.24
VERIZON WIRELESS	CELL PHONE	\$42.54
VISA	MPCA CONFERENCE	\$300.00
VISA	PRINTER	\$74.13
VISA	OFFICE SUPPLIES	\$51.28
WABASHA COUNTY TREASURER	MPFA APP. MATERIALS	\$200.00
YAGGY COLBY ASSOC.	WELL STUDY	\$4,721.45
	TOTAL	\$7,272.70

Sewer Dept:

AW DIRECT, INC.	EQUIP.	\$38.37
CONTINENTAL RESEARCH CORP.	CHEMICALS	\$1,066.11
DAVID VOSEN	SUPPLIES	\$40.59
DAVID VOSEN	CONT. ED	\$9.49
DAVID VOSEN	BATTERY	\$34.18
DAVID VOSEN	EQUIP. MAIN.	\$89.44
DAVID VOSEN	BOOTS REIMB.	\$75.00
DAVID VOSEN	MILEAGE REIMB.	\$158.10
DAVID VOSEN	UNIFORMS	\$54.99
DAVY LABORATORIES	CHEMICALS	\$230.88
DICK'S AUTO PARTS	EQUIP. MAINT.	\$18.25
FERGUSON WATERWORKS	METER READING SOFTWARE	\$1,175.62

HAWKINS, INC.	CHEMICALS	\$4,408.77
HBC	PHONE	\$71.45
HILL'S HARDWARE	SUPPLIES	\$331.24
HSBC BUSINESS SOLUTION	EQUIP.	\$858.92
MARATHON PETROLEUM	GAS	\$73.54
MINNESOTA PIPE & EQUIPMENT	EQUIP. MAINT.	\$202.38
MN DEPT. OF REVENUE	ANNUAL PERMIT FEE	\$345.00
MPCA FISCAL SERVICES	CERT.RENEWAL	\$23.00
PASSE ELEC.	EQUIP. MAINT.	\$30.00
PAT MUELLER	CONT. ED.	\$21.85
SUSAN SCHAMAUN	PETTY CASH/EQUIP. MAINT.	\$17.09
USA BLUEBOOK	CHEMICALS	\$594.42
USA BLUEBOOK	EQUIPMENT	\$198.64
USA BLUEBOOK	SUPPLIES	\$44.95
USA BLUEBOOK	EQUIP. MAINT.	\$376.30
VERIZON WIRELESS	CELL PHONE	\$26.69
VISA	MPCA CONFERENCE	\$300.00
VISA		\$36.84
VISA	HOTEL	\$480.63
WABASHA RUBBISH REMOVAL	TRASH	\$46.80
	TOTAL	\$11,479.53

Sewer Adjustment: Dick Schurhammer, 129 Fourth Grant Blvd – requesting new meter

Dick Schurhammer believes his meter is running too quickly. The meter will be pulled for testing and Dick has agreed to pay for the \$50.00 testing fee. The meter is located in the basement of the Common Closet building owned by Jewsons, but it serves the Edward Jones office building and apartment behind. **The matter was tabled until the meter can be tested.**

Sewer Adjustment: Patty Heraty, 630 8th Street E. – toilet leaking

Patty Heraty was regularly running at 5000 gallons before her plumbing problems bumped her to 7000 gallons. She replaced two toilets and fixed the problems and wishes for an adjustment back to 5000 gallons.

Hanson and Nelson moved to adjust the rate back. Adopted unanimously.

2011 Street Improvement – usage of sewer funds

Discussion was held regarding assessment of utilities and streets project. Concern was expressed over using the money the utilities commission has been saving toward the building of a new well. Schmidt felt there wasn't an urgent need for a well at this time. Vosen expressed concern over a spill on the highway or from the railroad. If one of our current wells gets contaminated, the other will be right behind it, so we don't have a true backup system. Schoen and Nelson expressed concern that it might be illegal to take money from the utilities fund. The money is an enterprise fund that is tied to a legal agreement based on requirements from the PCA. The commission wants the City Attorney to review the legal implications if such a transaction were approved. The commission has three concerns:

1. Is there a separate fund for the Utilities Commission (separate bank account)
2. Is this reserve account actually legally unavailable/inaccessible because of how we acquired it? Need to review the PCA legal paperwork.

3. If the Utilities Commission does give the funds to the city to use, how can it be loaned legally for the street project.

The commission is concerned about the future utility needs that will occur over the next five years and how to finance these if the city takes utility funds for the general fund. The Utilities commission also needs funds to pay for the utilities going in on Main Street, Allegheny Avenue and Washington Street. Once the bids come back, a more thorough picture will be available on costs.

Manhole Rehab Project

Inspections need to continue before any decisions can be made on their warranty offer. This issue was tabled.

Water/Sewer Ordinance Amendments

Everyone had lots of notes they'd like to review. The commissioners decided to table this item since so many other items had higher priority. Mike Wallerich would like to have a copy of the paperwork mailed to him as he does not use email.

Other

- a. Campground updates – The city campground beach side sites with sewer have been plugged. The lift station on the Gerkens side has been shut off. Russ's Morgan's campground was checked and it's doing well.
- b. Street replacement – no decisions until Yaggy Colby comes with bids. Black top rates are going up at a crazy rate because of oil hikes.
- c. Street lights – don't need to be included in utilities ordinance because they don't really fall under utilities. The city just bills out the fee with the utilities so it can collect.
- d. Sewage Plant – we are currently on bypass at the recommendation of the MPCA.

Having no other business, Commissioners Wallerich and Schoen moved to adjourn at 5:18 pm.

Respectfully submitted: _____
Lynn R. Schoen, filling in for City Clerk