

Commissioners:
President: Mike Wallerich
Gosse, Wallerich, Nelson, Sill, Hanson

Staff Present: Dave Vosen, Utilities Superintendent
Susan Schamaun, City Clerk

Date: 09-28-2010

PROCEEDINGS OF THE UTILITIES COMMISSION

The regular monthly meeting of the Utilities Commission of the City of Wabasha was held on Tuesday, September 28, 2010, and was called to order by Commissioner Wallerich at 4:00 pm.

Roll call found commissioners Wallerich, Gosse, Sill and Hanson present. Commissioner Nelson was absent

Jerry Hartert and Bill Anderson were present.

Commissioners Gosse and Wallerich moved to approve the minutes of August 31, 2010 meeting as submitted. Adopted unanimously.

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

Water Dept:

BANYON DATA SYSTEMS, INC.	UTILITIES SOFTWARE SUPPORT	\$780.60
BRUENING ROCK PRODUCTS	WATER LINE REPAIRS – CRUSHED ROCK	\$147.73
CITY OF RED WING	TESTING	\$54.00
FERGUSON WATERWORKS	WATER DEPT – SUPPLIES	\$8.23
FIRSTLAB	RANDOM DRUG SCREEN	\$39.00
GOPHER STATE ONE CALL	LOCATE CALLS	\$84.85
HAWKINS, INC.	CHEMICALS	\$5.00
MARATHON PETROLEUM CO.	GAS	\$29.65
MIDWEST LEAK DETECTION	LOCATE LEAK – RUSTIC LANE	\$300.00
SCHEEL'S SUPER VALU	SUPPLIES	\$22.17
VERIZON WIRELESS	CELLPHONE	\$25.99
	TOTAL	\$1,765.22

Sewer Dept:

CITY OF RED WING	TESTING	\$930.00
DICK'S AUTO PARTS	EQUIP. MAINT.	\$40.14
DON'S LAWN & SPORTS	EQUIPMENT	\$102.68
HAWKIN'S INC.	CHEMICALS	\$4,349.69
HBC	PHONE	\$72.50
HBC	ALARM	\$37.52
INTERSTATE BUILDING & SUPPLY	SUPPLIES	\$17.54
MARATHON PETEROLEUM CO.	GAS	\$227.16
PASSE ELECTRIC INC.	MAINT./REPAIR	\$225.00
VERIZON WIRELESS	CELLPHONE	\$50.88
VISA	CONT. ED.	\$13.69
VISA	CONT. ED.	\$24.10
WABASHA RUBBISH REMOVAL	TRASH REMOVAL	\$46.80
	TOTAL	\$6,137.70

Jerry Hartert – Request for poly use vs. copper at old jail: Jerry stated Wabasha County wants to have the water line disconnected at the old jail and a new line bored into the old courthouse mechanical

room. He stated he is requesting the Commission approve the use of poly instead of copper and the County will assume responsibility. He stated they will put at an 8 ft. depth. **After discussion, Commissioners Wallerich and Gosse moved to approve Jerry Hartert's request to use poly when boring a new water line to the old courthouse mechanical room. Adopted unanimously.**

Sewer Request – River City Hairstyling – 716 Hiawatha Drive East – Fosmo Owner: Mike Fosmo informed staff there was a broken water softener at 716 Hiawatha Drive East which caused high water usage and a higher than usual sewer charge. They have requested an adjustment to their sewer for this leak. **After discussion, Commissioners Wallerich and Gosse moved to adjust the sewer charge for 716 Hiawatha Drive East to 3,000 gallons for the months of August and September. Adopted unanimously.**

Overpayment Reimbursement: 136 Bridge Avenue – Mr. Jeff Franklin: Staff informed commissioners that Mr. Jeff Franklin overpaid the final bill for 136 Bridge Avenue in the amount of \$16.06 and is requesting to reimburse that amount to Mr. Jeff Franklin. **After discussion, Commissioners Sill and Gosse moved to approve reimbursing Mr. Jeff Franklin in the amount of \$16.06 for overpayment of the final bill at 136 Bridge Avenue. Adopted unanimously.**

Manhole Rehabilitation Quotes: Bill Anderson informed Commissioners only one quote was received for the Manhole Rehabilitation Project. Infratech submitted a quote for \$149.00/L.F. for a total of \$40,155.50. Bill stated he contacted two other companies but was informed they were too busy. Infratech uses a fiber reinforced cement on the inside of the manholes so they are water tight and adds to them structurally. There is a completion date set for November 30th. **After discussion, Commissioners Sill and Wallerich moved to approve Infratech's quote of \$149.00/L.F. plus engineering fees. Adopted unanimously.**

Discussion was held on checking service lines and David Vosen stated he would contact Infratech to inquire about service lines.

Resolution for Assessment of Unpaid Utility Charges: Resolution #2010-001 was presented for assessment to taxes for unpaid water meter charges for Carol Arnston of 706 5th Grant Boulevard in the amount of \$501.68 and for William Pratley of 712 5th Grant Boulevard in the amount of \$501.68. **After discussion, Commissioners Sill and Hanson moved to approve Resolution #2010-001 for Assessment of Unpaid Utility Charges: adopted unanimously.**

**STATE OF MINNESOTA,
COUNTY OF WABASHA,
CITY OF WABASHA**

**UTILITIES COMMISSION
RESOLUTION # 2010-001**

RESOLUTION FOR ASSESSMENT OF UNPAID UTILITY CHARGES

WHEREAS, pursuant to proper notice duly given as required by law, the Utilities Commission has met, heard, and passed upon all objections to the proposed for unpaid charges for utilities; and **WHEREAS**, the amounts of bad debt have been minimized through diligent collection efforts by staff. **NOW THEREFORE, BE IT RESOLVED:**

1. Such proposed assessment for unpaid charges, a copy of which is hereby attached as Exhibit 1 and made a part hereof, is hereby accepted and shall constitute the assessments against the lands named herein.
2. Such assessment shall be payable over a period of one year on or before the first Monday in January.
3. The owner of the property so assessed may, at any time prior to certification of the assessment to the County Auditor, pay the whole of the assessment on such property, to the City Clerk/ Treasurer.
4. The clerk shall forthwith transmit a certified copy of this assessment role to the County Auditor to be extended on the proper tax lists of the county and such Assessments shall be collected and paid over in the same manner as property taxes.

Assessment Listing	Parcel Description	Service	Amount
Name	Address	Water/Sewer charges	
CAROL ARNSTON	706 5 TH GRANT BLVD.	WATER METER/PTS.	501.68
WILLIAM PRATLEY	712 5 TH GRANT BLVD.	WATER METER/PTS.	501.68

Adopted by the Utilities Commission on this 28th day of September, 2010.

Commission President

Date

Commission Secretary

Date

Jet Machine: Dave Vosen stated the rear seal went out on the jet machine on Friday. Also, the bearings and crank shaft are wore so the repair shop is not even sure the seal will fix the problem. The exhaust manifold is cracked and the radiator has a leak. To get a crank kit is \$2,200. A new engine and also replacing the radiator will cost approximately \$7,500. Dave stated he recommends replacing the seal so at least they can jet in an emergency.

Due to typically not having to jet in the winter unless there is an emergency, it was determined Dave Vosen would contact the repair shop and request putting a new seal in and put the jet machine back together.

St. Felix School Water Usage: Staff informed Commissioners there was a water meter that had failed to read for a period of time at the school and the computer system had kicked out that meter reading. It was inadvertently missed until recently and approximately 251,000 gallons has went through during those years. It was determined to table until next month to review their usage prior to the meter being kicked out of the system and a history would be reviewed at the next meeting.

Commissioner Sill stated St. Felix will have to be contacted so they will know their usage and bill will go up due to the reading being received off the second meter.

Water Rate Increase Discussion: Dave Vosen informed Commissioners that if the City goes with the new well and if the City is approved for a low-interest loan, it will cost approximately \$26,000 for a payment which reflects a 15% increase to the water rates. Due to the State mandated Conservation Rates that every City will need to implement by 2013, it was felt rates will have to be increased to cover both issues and this will be an ongoing discussion as both issues come up. It was felt that since both the City's wells are located so close together, the new well is an issue that needs to be dealt with.

David Vosen presented the City's new Meeting Decorum Policy passed by Council and explained the policy is for every City board so as to ensure a respectful and safe environment during meetings.

The next regular meeting is scheduled for Tuesday, October 26, 2010.

Having no other business, Commissioners Wallerich and Sill moved to adjourn at 5:00 pm. Adopted Unanimously.

Respectfully Submitted: _____
Susan Schamaun, City Clerk