

Algoma Sanitary District #
Regular Monthly Meeting
Minutes – April 8, 2008 - 6:00 p.m.

- 1) Commission President Earl Lawrence, with Commissioner Alexander Irvine and Michael Gelhar present called the regular monthly meeting to order at 6:00 p.m. Also present were Kevin Mraz and Rose Mraz.
- 2) Call to Order.
 - a) Earl noted that the District is using a tape recorder for the purpose of the minutes. No one else is using one.
 - b) **Alex made a motion to approve the minutes from the regular monthly meeting on March 13, as presented second-Mike/carried unanimously.**
 - c) **Alex made a motion to approve the cash receipts & investments report for Sanitary & Water for March/second-Mike/carried unanimously.**
 - d) **Alex made a motion to approve the pending bills for April as presented/second-Mike/carried unanimously.**
- 3) Public Forum
 - a) No one from the public in attendance.
- 4) Director's Report
 - a) Review of District statistics
 - b) Correspondence
 - i) The District received a letter from the Public Service Commission which basically discussed unsold water. The Public Service Commission is targeting conservation at the direction of the governor. They sent a letter indicating the District had 23% unsold water in 2006. Kevin put together a response to the letter explaining much of this is due to the fact of being a new utility which required more flushing. For 2007, the District's unsold water is down to 19%. The District accounts for unsold water and can account for all but 10% of pumped water for 2007 which is due to numerous reasons – such as leaks and filling laterals. The District's numbers are right on when compared with other utilities.
 - ii) Coenen Mechanical sent a letter regarding the type of steel they used at well #2. They sent a quote to repair some of the stainless steel at \$3,300 which Kevin didn't like so he sent them a letter which they responded to. Kevin asked them how long they were going to warranty their work before it leaks and they said they do not see a problem with their work. Kevin is not anticipating hiring them at this price. The District may require ductile rather than stainless in the new well and Earl added that the steel used is compatible with chemicals used in the well house. All leaks have occurred at the heat affected zone of the welds. Well #1 has no browned areas on the welds and has had no leaks and the same type of material was used at well #2. These leaks are small but create visible moisture buildup. The district believes the problem is the welding and not the material used.
 - c) Status of 2008 projects
 - i) Drinking water treatment facility #3
 - (1) Drainage plan
 - (a) Kevin sent out the preliminary drainage plan last Friday to the Noebel's. The District wanted to show them where a 3 to 1 slope would be. Originally they wanted a 15 to 1 slope and changed their mind and the District is waiting to see if the current drainage plan works for their lot #2 on the CSM. This is the final requirement from them prior to adding to the Sanitary District. Kevin won't hire Strand to do the final drainage plan until they are ok the plan.
 - (b) Winnebago County specked out an 18" culvert for the drainage at Witzel and Horseshoe.
 - (2) Site review committee – Nothing at this time. Will start after meeting with the Water Advisory Council.
 - ii) Water rate review by Public Service Commission
 - (1) To file for a rate hearing in 2008, the paperwork needs to be in by August. Currently the District is in the process of filling this paperwork out. Ehlers put together a long range financial review which the District will use to assist in water rate determination.
 - iii) Permit acquisitions for drinking water treatment facility #3
 - (1) DNR Well #3 sitting – The District has been talking to the DNR about the retention pond and the setback being 400' to the well. The DNR said verbally they will give a variance to this.
 - (2) Addition to Sanitary District on April 16, 2008 Town of Algoma board agenda
 - (a) Once this is complete, the District can close on the land purchase.

- 5) Report from Committees
 - a) The District will work on setting a date for the Water Advisory meeting.
- 6) Old Business
 - a) Closing of land is set for April 17, 2008. No action currently.
 - b) Sanitary sewer route to water treatment facility #3
 - i) Kevin will be meeting with property owners to plan the sewer route.
 - c) Audit for 2007
 - i) The audit is completed and the information was given out. The District will set up a meeting with the auditor. John with Virchow Krause previously said he would attend a meeting to discuss their recommendations. The District decided to hold a separate workshop.
 - d) Discuss and act on survey response from homes west of Horseshoe Road.
 - i) Two homes north of Horseshoe would like sewer. Until the sewer mains are planned, there is no action needed. The District would like some cost estimates first.
- 7) New Business
 - a) Well #3 drilling contract
 - i) The District opened the bids. The bids came in at \$142,000, \$173,000, \$182,000, and \$217,000. Bill Van De Yacht had the lowest bid and does work in the area. Bill Van De Yacht was prequalified but his bid needs to be verified that there is no math error. This will not be awarded until the land is owned. The District has 85 days to award the bid.
 - ii) Town of Algoma Road Developer's agreement
 - (1) The District is waiting for the document from the town for this. One of the Town's requirements for a conditional use permit is a road developer's agreement. The Town Clerk was sending the information to the Town's lawyer as they do not do this in house. As soon as the District receives the document from the Town, Kevin will have Ray and the Commissioners review it to meet their requirements.
- 8) Adjourn
 - a) **Mike made a motion to adjourn at 6:45 p.m./second-Alex/carried unanimously.**

Respectfully submitted, _____
Rose Mraz, Office Manager

Approved: _____
Earl Lawrence, President