

REGULAR MEETING OF THE KIMBERLY WATER COMMISSION

MAY 25, 2010

Chairman Price called the meeting to order at 4:30 p.m. Members present for roll call were Commissioner Johnson, Stienen, Strick and Chairman Price. Also present was Superintendent Versteegen of MCO.

Commissioner Strick moved, Johnson seconded the motion to approve the minutes of the April 27, 2010 meeting as prepared. The motion carried by unanimous vote of the Commission.

Supt. Versteegen reviewed the status of the old meter style. Badger will cease production of the current meter head style in 2010, and calculate supply will be deleted in 2011. After their current price increase, the meter heads for radio reads will be about the same as the old style of inside/outdoor registers. He is recommending that we begin our conversation to the radio read meter heads, and remote reader. The starter package is currently at \$8,700 and includes the hand held reader, 30 meter heads, software and two days of training. Badger provides our current software for integration of the meter reads. The new system offers a lot of options and perks, including data on water use, leak detection and a 20 year warranty on the battery. With battery failure, the register continues to read, it just cannot send a signal. After some discussion, Commissioner Strick moved, Stienen seconded the motion to approve the purchase of the starter kit from Badger Meter for the radio read meter program and equipment at a price of \$8,700. The motion carried by unanimous vote of the Commission.

The Commission discussed the conversion of the AutoCadd utility information to a GIS based system. The AutoCadd can be converted to GIS with limited accuracy. All utilities (water, sanitary & storm) are all being considered for the conversion. The intention would then be to field locate all assets with a GIS unit and update the information over time. The data would be stored on McMahan's website, which would negate our need to purchase the software, which is over \$10,000. The data could be accessible by anyone we desire, with layers being hidden if required (pumphouse schematics, etc.). The utilities are now updating our AutoCadd information annually; so we would simply convert to GIS and move forward. There is no action being required at this time, as the program will be discuss during development of the 2011 budget.

Supt. Versteegen is recommending that the utility eliminate the third vehicle. Due to contract services, the third vehicle is rarely used. He uses an MCO vehicle, and would suggest paying mileage for his use. Commissioner Johnson moved, Strick seconded the motion to sell the oldest vehicle on an online auction service, and contract with MCO for mileage. The motion carried by unanimous vote of the Commission.

The use of MCO's automated valve operator was discussed. This was used free of charge last year to allow staff an opportunity to use the piece of equipment. They accomplished the entire community in about 6 days. Historically, we have done ½ of the community in 6 days. The

equipment also reduces injury from turning valves manually. MCO just purchased a new unit for \$16,500. After a short discussion, Commissioner Stienen moved, Strick seconded the motion to enter into an agreement with MCO to rent the unit for a flat annual fee of \$800. The motion carried by unanimous vote of the Commission.

Supt. Verstegen shared the Maternity Leave request that will be used by one operator beginning in July. With vacations for the second operator, we will be down to one person at times. In an effort to keep up with annual projects, Supt. Verstegen is recommending that we hire a temporary worker for the six weeks, at a rate of \$15 per hour. The use of a summer employee was discussed briefly, and this will be covered during the budget process. Commissioner Johnson moved, Stienen seconded the motion to allow the use of temporary staffing for the six week period to cover the leave of absence.

Supt. Verstegen reported on the fire flow testing done in the northwest quadrant of the community. The data is being looked at by the engineers to determine if any action is necessary. During the flow testing and recent hydrant flushing, several residents in the area approached utility personnel to compliment them on the success of the water quality efforts. They are very happy with the improvement in water quality. Customers who were included in our historic complaint file and live in the area were approached during the project, and all noted they were very happy with the improvement also. Staff will continue with the flushing schedule and also continue to closely monitor the iron level (they are included in the monthly reports) to insure the problem does not re-occur.

Supt. Verstegen is working with McMahons regarding maintenance of the Lincoln Street pumphouse. Although the location is mostly used now for backup and emergency purposes, we do have to maintain it in good working order. With the well scheduled to be pulled and refurbished in 2012, there is also concern with the softener shells and piping. A report will be prepared for presentation to the Commission.

Commissioner Stienen moved, Johnson seconded the motion to approve the bills and claims for the month of May as presented. The motion carried by unanimous vote of the Commission.

Commissioner Stienen moved, Strick seconded the motion to approve the financial statements for the month of May as presented. The motion carried by unanimous vote of the Commission. There was discussion regarding the depreciation fund. Due to current financial position of the utility, the depreciation fund may no longer be necessary.

Commissioner Strick moved, Stienen seconded the motion to adjourn. The motion carried by unanimous vote of the Commission.

Rick J. Hermus
Secretary