

REGULAR MEETING OF THE KIMBERLY WATER COMMISSION
MINUTES
October 10, 2023

Chairman Johnson called the meeting to order at 11:00 am. Commissioner Steinen, Hanson, and Hietpas appeared in person. Also attending the meeting were Administrator Mahoney, Water Superintendent Verstegen, Public Works Director Ulman, McMahon Associates Senior Construction Manager Jeffrey Kellner, and Utility Billing Clerk Firchow.

Annual Election of Chairperson

The Annual Election of chairperson was conducted. Chairman Johnson was nominated by Commissioner Stienen, Commissioner Hanson seconded the nomination. The nomination was carried by unanimous vote of the Commission.

Approval of Minutes from the September 12, 2023, Meeting

Commissioner Steinen moved, Hanson seconded the motion to approve the Water Commission minutes of the September 12, 2023, meeting. The motion carried by unanimous vote of the Commission.

Unfinished Business

None

New Business

Bills and Claims, and Financial Statements for the month of August 2023

Commissioner Steinen moved, Hietpas seconded the motion to approve the Bills and Claims, and Financial Statements for the month of August 2023. The motion carried by unanimous vote of the Commission.

Change Order to V & T Painting, LLC in the amount of \$8,570.77 for the Tower #2 Water Tank Repainting

McMahon Associated Senior Construction Manager, Jeffrey Kellner, reviewed the Change Order noting that this change results from the gray paint color, used for the smokestacks, being light and difficult to see. A change in color was ordered and the additional paint was specially ordered and took a week to arrive. A price was negotiated to cover the cost of downtime for the crew, and it was agreed that a per diem for food and lodging of \$7,500.00, plus the costs for additional paint and shipping of \$1,070.77, for a total cost of \$8,570.77, would be a reasonable amount to cover the additional expenses. Chairman Johnson inquired how other downtime was handled. Jeffrey Kellner reported that there is an allowance built in for downtime due to weather. Commissioner Hietpas inquired as to whom had selected the paint colors. Jeffrey Kellner and Administrator Mahoney reported that they had consulted and chose the colors. Administrator Mahoney informed the commission that a call was received reporting a car had been speckled with paint and they would have it washed and call back if needed.

Commissioner Steinen moved, Hietpas seconded the motion to approve the Change Order to V

& T Painting, LLC in the amount of \$8,570.77 for the Tower #2 Water Tank Repainting. The motion carried by unanimous vote of the Commission.

Certificate of Payment #3 to V & T Painting, LLC in the amount of \$65,645.00 for the Tower #2 Water Tank Repainting

Jeffrey Kellner noted that after this payment there will be another payment including retainage. Commissioner Steinen moved, Hanson seconded the motion to approve the Certificate of Payment #3 to V & T Painting, LLC in the amount of \$65,645.00 for the Tower #2 Water Tank Repainting. The motion carried by unanimous vote of the Commission.

Review draft 2024 Kimberly Water Utility Budget

Administrator Mahoney presented the draft 2024 detailed department requested budget, goals for 2024, accomplishments for 2023, and cost share estimates including how the cost shares are calculated. A Fund Balance spreadsheet with estimates was distributed and presented. Administrator Mahoney explained that the red text at the beginning of 2023 is the preliminary amount included in the 2022 audit, noting the audit has still not been completed and that this amount is used going forward is the estimate. The budget as presented does adequately cover all the proposed operating expenses and capital projects in 2024. When the budget was finalized for 2023, a portion of the street equipment replacement fund was zeroed out last year and revenue was overbudgeted. This has now been adjusted and will be back in the budget for 2024. Chairman Johnson asked how percentages were determined on the Account Allocation and Reimbursement Justification report. Administrator Mahoney reported that those percentages had been previously established, feels the numbers make sense, and will continue to review the percentages going forward. Superintendent Verstegen reported that next year's biggest challenge is the cost increase of chemicals, but the cost of salt has gone down. Discussion followed regarding what items that are mandated, the significant cost of the Welhouse Drive Reconstruction Project, Well #2 pull and inspection, SCADA system upgrade/replacement, Well #3 resin replacement, and hydrant/valve replacement costs. Commissioner Hanson asked if there was anything that could be sacrificed from capital budget in the event of unforeseen expenses. Superintendent Verstegen reported that the resin replacement could be held off, but this project will reduce HOV discharge and salt usage, and that the pull and inspection of Well #2 is mandated and would need to be completed. A special meeting of the Water Commission will be scheduled for October 24, 2023, at 11:00am for review and approval of budget.

Reports

Midwest Contract Operations, Inc.

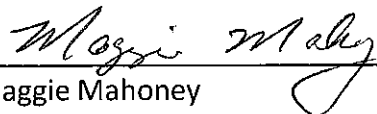
Superintendent Verstegen reported that Lincoln Street well is down for reservoir inspection, currently cleaning brine tanks, flushing in the Sunset/Welhouse area had some discoloration in the water resulting from the length of time Sunset was down and additional flushing was conducted.

Public Participation

None

Adjournment

Commissioner Steinen moved, Hietpas seconded the motion to adjourn. The motion carried by unanimous vote and the Commission adjourned at 11:39 am.


Maggie Mahoney
Secretary

Dated October 10, 2023

Drafted by MMF

Approved by Water Commission on 10-24-23