

**Board of Water Commissioners
of the City of Saint Paul**

**December 2, 2008
Meeting**

**Agenda
and
Minutes**

BOARD OF WATER COMMISSIONERS

December 2, 2008

Meeting Agenda

CONSENT AGENDA:

1. Approval of the Minutes of the regular meeting of October 2008.
2. Approval of the Financial Statements for the month of October 2008.
3. Resolution No. 7008 pertaining to a petition for a public water main in Bellows Street from 90 feet north of Winifred to 150 feet north of Winifred Street.
4. Resolution No. 7009 pertaining to a Thirtieth Rider to Agreement with the City of Little Canada to provide for a pleasure skating park within Board-owned right-of-way south of Little Canada Road and east of McMenemy Street in the City of Little Canada.
5. Resolution No. 7010 pertaining to a Thirty-First Rider to Agreement with the City of Little Canada to provide for a 15-inch drainage culvert within Board-owned right-of-way north of Little Canada Road and west of Country Drive in the City of Little Canada.

ACTION ITEMS:

6. Resolution No. 7011 pertaining to a Joint Powers Agreement between the Board and members of the Ramsey County Geographic Information Systems Users Group.

DISCUSSION ITEM:

7. CIS Project Update. (no attachment)

GENERAL MANAGERS REPORT:

INFORMATIONAL ITEMS:

- a. Employee Injury Summary – 3rd Quarter 2008. (attachment)
- b. Vehicle Accident Summary – 3rd Quarter 2008. (attachment)
- c. Enterprise Level Performance Measures – 3rd Quarter 2008. (attachment)
- d. 2010 Meter Replacement Executive Summary. (attachment)
- e. 2009 Budget Letter. (attachment)

BOARD OF WATER COMMISSIONERS

December 2, 2008

Meeting Minutes

Vice President Zanmiller called the meeting to order at 5 p.m. in the Committee Hearing Room 330, City Hall.

Roll call.

Present: Vice President Zanmiller, Secretary Gagnelius, Commissioners Anfang, Bostrom and Kleindl.

Excused: President Harris and Commissioner Carter.

Absent: Commissioner Rossbach.

Commissioner Bostrom arrived during Item No. 7.

John Blackstone, Steve Gleason, Christine Meyer, Jerry Strauss and Bill Tschida; Saint Paul Regional Water Services.

Commissioner Anfang requested that Item No. 1 be removed from the Consent Agenda for separate consideration.

DISCUSSION ITEM:

7. CIS Project Update. (no attachment)

Business Manager Steve Gleason reported that the Customer Information System (CIS) system is scheduled to go live in September 2009, with online billing to begin sometime in early 2010.

CONSENT AGENDA:

Consent Agenda Item Nos. 2 through 5 were moved for approval by Commissioner Bostrom as follows:

2. Approval of the Financial Statements for the month of October 2008.
3. Resolution No. 7008 pertaining to a petition for a public water main in Bellows Street from 90 feet north of Winifred to 150 feet north of Winifred Street.

WHEREAS, the Board of Water Commissioners has received a petition for the installation of approximately 60-feet of 1-inch public water main; and

WHEREAS, staff has reviewed the proposed improvement and recommends the installation of a water main and its appurtenances in Bellows Street, from 90 feet north of Winifred Street to 150 feet north of Winifred Street; and

WHEREAS, Bellows Street, from 90 feet north of Winifred Street to 150 feet north of Winifred Street is graded according to the duly established grade and said grade has been accepted by the city; and

WHEREAS, the total estimated cost of the water main improvement including construction, engineering, inspection and administration is \$4,360.00 and a total of \$4,360.00 is recoverable from assessments; and

WHEREAS, staff recommends that the petitioner be permitted to install a water service connection as part of the project and have the cost of same levied as a special assessment; now, therefore, be it

RESOLVED, that the Board of Water Commissioners recommends the installation of a public water main in Bellows Street from 90 feet north of Winifred Street to 150 feet north of Winifred Street, and that a water service connection may be installed at the service connection schedule charge in effect at the time of application; and, be it

FURTHER RESOLVED, subject to approval by the Honorable City Council of Saint Paul, the installation and payment for the water main and water service connection be deemed a local improvement by means of a special assessment, and be ordered and made in accordance with the provisions of Chapter 13 of the City Charter.

Approved.

Yeas - 4

Nays - 0

4. Resolution No. 7009 pertaining to a Thirtieth Rider to Agreement with the City of Little Canada to provide for a pleasure skating park within Board-owned right-of-way south of Little Canada Road and east of McMenemy Street in the City of Little Canada.

WHEREAS, the Board of Water Commissioners is owner of a 170-foot wide right-of-way located in the Northwest quarter of the Northwest quarter of Section 8, Township 29 North, Range 22 West, Ramsey County, Minnesota, south of Little Canada Road and east of McMenemy Street in the City of Little Canada, the "Premises", said Premises containing the Board's two 90-inch Vadnais Conduits; and

WHEREAS, the City of Little Canada, having entered into an Agreement with the Board of Water Commissioners dated July 13, 1966, for the purposes of locating certain public works within the Board's rights-of-way in Ramsey County; and

WHEREAS, the City of Little Canada desires to construct and maintain a pleasure skating park within the Premises; and

WHEREAS, staff has prepared a Thirtieth Rider to that Agreement of July 13, 1966, which sets forth the conditions of construction and access over the Premises and which protects the Board's rights, interests, and facilities; and

RESOLVED, that the Thirtieth Rider to Agreement with the City of Little Canada is hereby approved, in substantially the form submitted, and that the proper officers of the Board are hereby authorized and directed to execute said Rider on behalf of the Board following approval of the assistant city attorney.

Approved.

Yeas - 4

Nays - 0

5. Resolution No. 7010 pertaining to a Thirty-First Rider to Agreement with the City of Little Canada to provide for a 15-inch drainage culvert within Board-owned right-of-way north of Little Canada Road and west of Country Drive in the City of Little Canada.

WHEREAS, the Board of Water Commissioners is owner of a 175-foot wide right-of-way located in the north half of the Southeast quarter of Section 6, Township 29 North, Range 22 West, Ramsey County, Minnesota, north of Little Canada Road and west of Country Drive in the City of Little Canada, the "Premises", said Premises containing the Board's two 90-inch Vadnais Conduits; and

WHEREAS, the City of Little Canada, having entered into an Agreement with the Board of Water Commissioners dated July 13, 1966, for the purposes of locating certain public works within the Board's rights-of-way in Ramsey County; and

WHEREAS, the City of Little Canada desires to construct and maintain a 15-inch drainage culvert within the Premises; and

WHEREAS, staff has prepared a Thirty-First Rider to that Agreement of July 13, 1966, which sets forth the conditions of construction and access over the Premises and which protects the Board's rights, interests, and facilities; and

RESOLVED, that the Thirty-First Rider to Agreement with the City of Little Canada is hereby approved, in substantially the form submitted, and that the proper officers of the Board are hereby authorized and directed to execute said Rider on behalf of the Board following approval of the assistant city attorney.

Approved.

Yeas - 4

Nays - 0

CONSENT AGENDA:

1. Approval of the Minutes of the regular meeting of October 2008.

Commissioner Bostrom moved approval of the October 2008 minutes, amended to reflect that Commissioner Anfang was present and that Commissioner Kleindl arrived during Agenda Item No. 3.

Approved.

Yeas - 4

Nays - 0

ACTION ITEMS:

6. Resolution No. 7011 pertaining to a Joint Powers Agreement between the Board and members of the Ramsey County Geographic Information Systems Users Group.

Mr. Schneider explained that the agreement is basically a 3-year renewal of membership in the Ramsey County Geographic Information Systems User Group. At a total cost of \$12,084, the agreement will allow SPRWS to access up-to-date property data and information.

Resolution No. 7011 was moved for approval by Commissioner Bostrom as follows:

WHEREAS, there exists a Joint Powers Agreement between members of the Ramsey County Geographic Information Systems Users Group ("Users Group") whereby member agencies provide each other with GIS data and information at reduced prices and other GIS assistance as needed; and

WHEREAS, the Board did join the User Group by its adoption of Resolution No. 5079 on February 14, 2006, which approved the Joint Powers Agreement and provided Board membership through year 2008; and

WHEREAS, Ramsey County has prepared a draft of said Joint Powers Agreement for execution by the Board of Water Commissioners whereby the Board would continue its membership in the Users Group for years 2009 through 2012 at a cost of \$3,021 per year, for a total cost of \$12,084; and

WHEREAS, staff has reviewed and recommended approval of said Joint Powers Agreement draft, and the assistant city attorney has reviewed and approved same as to form; now, therefore, be it

RESOLVED, that the Board of Water Commissioners does hereby approve the Joint Powers Agreement between the Board and members of the Ramsey County Geographic Information Systems Users Group for years 2009 through 2012 at a total cost of \$12,084, and that the proper officers are hereby authorized and directed to execute said Joint Powers Agreement on behalf of the Board.

Adopted.

Yeas - 4

Nays - 0

GENERAL MANAGER'S REPORT

1. City-wide Performance Measures

Dave Wagner, Jim Graupmann and Steve Schneider will attend a City-wide Performance Measures Workshop to be conducted by a nationally recognized trainer. SPRWS is not required to attend, but will do so in order to improve performance measures reporting to the Board.

2. Dave Schuler will present an update on the 2010 Meter Replacement Project at the January 2009 Board meeting.


3. Board members will receive a new 2009 Budget Book, which will reflect the revised budget letter (Information Item e.)

4. Saint Paul Regional Water Services achieved a Standard and Poor's AAA bond rating.

5. Steve Schneider was appointed to the Board of Directors of the Association of Metropolitan Water Agencies (AMWA), to be effective October 2008 to October 2009.

The meeting was adjourned at 5:15 pm.

Attest:



Secretary

Vice President