Board of Water Commissioners
of the City of Saint Paul

November 13, 2012
Meeting

Agenda
and
Minutes

BOARD OF WATER COMMISSIONERS

November 13, 2012

Meeting Agenda

CONSENT AGENDA:

NOTE: ALL ITEMS LISTED UNDER CONSENT AGENDA WILL BE ENACTED BY ONE MOTION. THERE WILL BE NO SEPARATE DISCUSSION OF THESE ITEMS. IF DISCUSSION IS DESIRED, THAT ITEM WILL BE REMOVED FROM THE CONSENT AGENDA AND CONSIDERED SEPARATELY.

1. Approval of the Minutes of the regular meeting of October 2012.

2. Approval of the Financial Statements for the month of September 2012.

3. Resolution No. Resolution No. 7184 pertaining to Amendment No. 1 to Subordinate Funding Agreement Board-03 with the Metropolitan Council to provide for revising the authorized signers for Subordinate Funding Agreement-03.

4. Resolution No. 7185 pertaining to acceptance of a gift from Water Research Foundation as reimbursement of costs related to SPRWS General Manager attendance at the Foundation's January 2013 executive board meeting in Nashville, Tennessee.

5. Resolution No. 7186 pertaining to a Consent to Assignment and Assumption consenting to the transfer of ownership of a private water main serving the property addressed as 2450 Maplewood Drive in the city of Maplewood from Laurence F. LeJeune to TCA Real Estate, LLC.

6. Resolution No. 7187 pertaining to a Consent to Assignment and Assumption consenting to the transfer of ownership of a private water main serving the property addressed as 2451 Aerial Street North in the city of Maplewood from Maplewood Townhomes Limited Partnership to Maplewood TH Acquisition, LLC.

ACTION ITEMS:

7. Resolution No. 7188 pertaining to an Agreement with Bolton & Menk, Inc. to provide engineering services required for the design and installation of a sludge press at the McCarrons dewatering building.

8. Resolution No. 7189 pertaining to Amendment No. 1 to Agreement with the City of White Bear Lake for lime sludge processing.

9. Resolution No. 7190 pertaining to approval of Water Utility payment to the City of Maplewood for White Bear Avenue Reconstruction Project water facility construction costs.

GENERAL MANAGER'S REPORT

INFORMATIONAL ITEMS:

A. Employee Injury Report – 3rd Quarter 2012 (attachment)
B. Vehicle Accident Report – 3rd Quarter 2012 (attachment)
C. Performance Measures – 3rd Quarter 2012 (attachment)
D. Investment Report – 2nd Quarter 2012 (attachment)
E. Letter from customer complimenting SPRWS Customer Service Representatives (attachment)

BOARD OF WATER COMMISSIONERS

November 13, 2012

Meeting Minutes

This publication is a summary of meeting proceedings.

The full text is available upon request at 651-266-6275.

President Anfang called the meeting to order at 5:00 p.m. in the Committee Hearing Room 330, City Hall.

Roll call.

Present: President Anfang, Secretary Gagnelius, Commissioners Bykowski, Kleindl, Lantry, Tolbert and Rossbach.

Vice President Brendmoen arrived during Item No. 7.

Steve Schneider, General Manager; Jerry Strauss, Brad Eilts and Bill Tschida, Saint Paul Regional Water Services.

CONSTENT AGENDA:

Consent Agenda Item Nos. 1 through 6 were moved for approval by Commissioner Lantry and seconded by Commissioner Bykowski as follows:

1. Approval of the Minutes of the regular meeting of October 2012.

2. Approval of the Financial Statements for the month of September 2012.

3. Resolution No. Resolution No. 7184 pertaining to Amendment No. 1 to Subordinate Funding Agreement Board-03 with the Metropolitan Council to provide for revising the authorized signers for Subordinate Funding Agreement-03.

4. Resolution No. 7185 pertaining to acceptance of a gift from Water Research Foundation as reimbursement of costs related to SPRWS General Manager attendance at the Foundation's January 2013 executive board meeting in Nashville, Tennessee.

5. Resolution No. 7186 pertaining to a Consent to Assignment and Assumption consenting to the transfer of ownership of a private water main serving the property addressed as 2450 Maplewood Drive in the city of Maplewood from Laurence F. LeJeune to TCA Real Estate, LLC.

6. Resolution No. 7187 pertaining to a Consent to Assignment and Assumption consenting to the transfer of ownership of a private water main serving the property addressed as 2451 Aerial Street North in the city of Maplewood from Maplewood Townhomes Limited Partnership to Maplewood TH Acquisition, LLC.

Approved Yeas - 6 Nays - 0

ACTION ITEMS:

7. Resolution No. 7188 pertaining to an Agreement with Bolton & Menk, Inc. to provide engineering services required for the design and installation of a sludge press at the McCarrons dewatering building.

Mr. Schneider explained that Bolton & Menk was the low bidder and is very qualified to provide the necessary services. The project is being partially funded by PFA state funding, which requires that plans and specifications must be submitted to the Minnesota Health Department by March, 2013.

Resolution No. 7188 was moved for approval by Commissioner Lantry and seconded by Commissioner Rossbach as follows:

> **WHEREAS,** the Board of Water Commissioners desires to obtain professional engineering services required for the design and install a sludge press at its McCarrons dewatering building; and
>
> **WHEREAS,** staff solicited proposals from firms qualified to provide said services, and from such proposers does recommend the firm of Bolton & Menk, Inc. at a cost not to exceed $135,380; and
>
> **WHEREAS,** staff has prepared an agreement which sets forth the requirements for providing said services, and staff does recommend approval of said agreement; now, therefore, be it
>
> **RESOLVED,** that the Agreement between the Board of Water Commissioners and Bolton & Menk, Inc. to provide professional engineering services required for the design and installation of a new a sludge press at the McCarrons dewatering building is hereby approved in substantially the form submitted, and that the proper officers are hereby authorized and directed to execute said Agreement on behalf of the Board following approval by the assistant city attorney.

Approved Yeas - 7 Nays - 0

8. Resolution No. 7189 pertaining to Amendment No. 1 to Agreement with the City of White Bear Lake for lime sludge processing.

Staff is seeking approval of an amendment to an agreement with White Bear Lake (WBL) for processing lime sludge. The current 5-year agreement expires December 31, 2012.

The Board currently processes lime sludge from the City of White Bear Lake along with its own, as provided for in a 5-year agreement which expires December 31, 2012. This amendment extends the term 15 years and increases the charge per truck load from $300 to $430. As provided for in the agreement, costs will be evaluated annually and the charge will be adjusted accordingly.

Resolution No. 7189 was moved for approval by Commissioner Lantry and seconded by Commissioner Bykowski as follows:

WHEREAS, the City of White Bear Lake ("WBL") operates a lime softening water treatment plant that produces lime sludge waste similar to that produced at the Board of Water Commissioners McCarrons Water Treatment Plant; and

WHEREAS, WBL and the Board entered into a five-year agreement dated May 13, 2008 whereby the Board provides lime sludge waste disposal for WBL; and

WHEREAS, WBL and the Board desire at this time to extend the term of the agreement to December 31, 2028 and to increase the charge for lime sludge waste disposal; and

WHEREAS, staff has prepared an Amendment No. 1 Agreement which provides for such extension and updates the disposal charge and recommends approval; now, therefore, be it

RESOLVED, that Amendment No. 1 to Agreement between the Board of Water Commissioners and the City of White Bear Lake for sludge disposal services is hereby approved in substantially the form submitted, and that the proper officers are hereby authorized and directed to execute said Agreement on behalf of the Board following approval of the assistant city attorney.

Approved Yeas - 7 Nays - 0

9. Resolution No. 7190 pertaining to approval of Water Utility Aid payment to the City of Maplewood for White Bear Avenue Reconstruction Project water facility construction costs.

Mr. Schneider explained that the resolution approved payment of Water Utility Aid in the amount of $160,355.03 to Maplewood for water facility work performed by the roadway utilities contractor. The amount does not include indirect costs experienced by Maplewood, which will be proposed separately following agreement by Board and Maplewood staff on the amount of the costs.

Resolution No. 7190 was moved for approval by Commissioner Bykowski and seconded by Commissioner Rossbach as follows:

WHEREAS, the Board of Water Commissioners ("Board") and the City of Maplewood ("Maplewood") entered into an Agreement dated October 30, 1996, whereby the Board assumed ownership of Maplewood's water system, Maplewood obtained representation on the Board and Maplewood properties were charged water rates equal to those of similar properties in the City of Saint Paul; and

WHEREAS, subsequent to said Agreement, the Board and Maplewood executed an Amendment No. 3 to Agreement dated November 18, 2003, which provides for payment of Water Utility Aid to Maplewood for water facility projects that provide a direct benefit to the Board's water system or that extend to properties not directly served by the facilities; and

WHEREAS, on March 3, 2010, the Board approved Maplewood's request that Water Utility Aid be applied in an estimated amount of $122,979.00 towards the cost of water facility work within Maplewood's White Bear Avenue Improvement Project, which proposed the replacement of certain water facilities in White Bear Avenue from Radatz Avenue to County Road D, with final amount to be subject to Board approval of final tabulation of costs; and

WHEREAS, additional water facility work was identified during the course of the project which resulted in the addition of $39,325.38 in requested Water Utility Aid; and

WHEREAS, final construction costs have been tabulated and based on said tabulation, Maplewood has requested payment of Water Utility Aid in the amount of $121,029.15 for water facility work approved in 2010 and $39,325.88 for work identified during construction, resulting in a total request in the amount of $160,355.03; and

WHEREAS, staff has reviewed said tabulation and request and has determined that the justification and the amount of payments requested are in accordance with said Amendment No. 3 to Agreement; now, therefore, be it

RESOLVED, the Board of Water Commissioners does hereby approve and authorize payment of Water Utility Aid to the City of Maplewood in the amount of $160,355.05 for White Bear Avenue Reconstruction Project water facility construction costs.

Approved Yeas - 7 Nays - 0

GENERAL MANAGER'S REPORT

1. The utility received a Platinum Award from the Association of Metropolitan Water Agencies for utility excellence. The application and review processes were very detailed and only nine other utilities in the country received the award.

2. Saint Paul city council conducted a public hearing on 2013 water rates on November 7.

3. A professional services agreement pertaining to a new heating system for the water treatment plant will be presented at the January 2013 Board meeting.

Motion to adjourn was made by Commissioner Lantry and seconded by Commissioner Bykowski.

Approved. Yeas - 7 Nays - 0

The meeting was adjourned at 5:10.

Attest:

Mollie Gagnelius

Secretary Gagnelius

President Anfang