



MINUTES
Committee of the Whole Meeting
DATE 12/18/2023
04:15 p.m.

Board Members Present: Jack Ezell, Rob Schilling, Laura Ness, Marcia Podratz, Julene Boe, Dave Manderfeld, Jim Aird, Loren Lilly, and Paul Thomsen

Legal Present: David Oberstar

Staff Present: Marianne Bohren, Brandon Kohlts, Nathan Hartman, Carrie Clement, Julie Macor, Lacie Jurek, Eric King, and Lauri Amundson

Chair Ness called the meeting to order at 5:00 p.m.

1. Approval of Consent Agenda Items

- a. Regular Board minutes dated November 27, 2023
- b. Board Member vouchers for the month of November
- c. Payment Vouchers dated November 15, 2023, through December 12, 2023

MOTION: Member Aird to approve the Consent Agenda Items

SECOND: Member Thomsen

DISCUSSION: None

RESULT: The motion passed unanimously

a. Approval of Bargaining Unit Agreement for 2024– 2026

Lacie Jurek discussed the Bargaining Unit Agreement for 2024-2026. A tentative agreement was reached on October 30, 2023. The new contract will cover a three-year period starting January 1, 2024. The key components of the agreement were highlighted. The Personnel Committee recommended final approval to be brought forward at the Board meeting.

b. Approval of Board Signature Policy

Legal Counsel developed the signature policy to specify the signature authority of the Board officers. It specifies which Board members can sign contracts or other instruments set forth in the WLSSD enabling legislation. Marianne Bohren recommended advancing the signature policy to the Board for final approval.

c. Approval of Professional Services for the Secondary Clarifier Rehabilitation Project

Eric King discussed the secondary clarifier rehabilitation project. WLSSD has four secondary clarifiers with concrete tanks over 45 years old. The tanks and collector equipment are nearing the end of their useful life span and need rehabilitation. In October of 2022 the center column of Clarifier # 2 failed. Bolton and Menk Engineering was hired for engineering services to conduct a condition assessment of the remaining three clarifiers, design the repairs for the three operational clarifiers and the equipment replacement needed to get Clarifier #2 operational.

King discussed the scope and the budget of the project. The request for approval of entering into an agreement with Bolton and Menk in the amount of \$1,025,000.00 for the design and bidding of the secondary clarifier rehabilitation was recommended for approval at the Board meeting.

d. Approval of Professional Services for Miscellaneous Forcemain Improvements Phase II

Brandon Kohlts discussed the Forcemain Improvements Phase II project. In December 2022 WLSSD hired CDM Smith to provide engineering services to rehabilitate Knowlton Creek air release valves (ARV). Two air release valves were replaced, and one was abandoned during this phase. Previous inspections showed corrosion and saddle degradation at other ARV on the Knowlton Creek line. Phase II of the project will include replacing ARV C009 and C010 and replacing a failed knife gate valve on C001. WLSSD requested a proposal from CDM Smith for professional services for Phase II.

Kohlts discussed the scope of the project which includes geotechnical and topographical surveys, design specification and drawings, cost estimates and bid documents/bidding services. The recommendation from District staff to bring to the Board for approval is entering into a contract with CDM Smith in an amount not to exceed \$110,911 for professional engineering services associated with the Miscellaneous Forcemain Improvements Phase II project.

2. Committee Reports

- a. Committee of the Whole – Scheduled for 4:30 p.m. Monday, January 29, 2024
- b. Finance – The next meeting is scheduled for 11:30 a.m. on Wednesday, January 24, 2024
- c. Operations & Planning –The next meeting is scheduled for Tuesday, 11:30 a.m. January 24, 2024
- d. Personnel – The next meeting is scheduled for 11:30 a.m. on Wednesday, January 24, 2024
- e. Legislative- The next meeting will be at 11:30 a.m. Tuesday, January 16, 2024
- f. Board Governance
- g. Board Member Comments – none

3. **Reporting**

a. **Communications**

Marianne Bohren reviewed the communications for the month of December.

b. **Monthly Financials** Cathy Remington reviewed the financials for the month of December.

c. **NPDES**

Julie Macor discussed the NPDES for December.

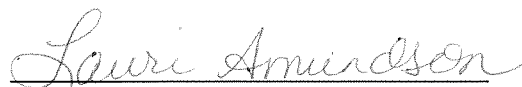
d. **Executive Director**

Marianne gave an update of the Administrative Penalty Order.


4. **Legal Counsel** – no report

5. **Executive Session** – none

The meeting adjourned at 04:50 p.m.



Recording Secretary



Laura Ness, Board Chair



Rob Schilling, Board Secretary

