

CITY OF MAYVILLE  
WATER/WASTEWATER UTILITIES COMMISSION MEETING  
SEPTEMBER 10, 2013  
WWTP  
**MINUTES**

The meeting was called to order by President Hilbert and roll call was taken at 7:00 P.M.

PRESENT: Hilbert, Bushke, Bauduin, Toellner, Redeker  
ABSENT: Chessebro, Heim  
TARDY: None  
ALSO PRESENT: Wellner, Dan Schaefer (AECOM)

- I. CALL TO ORDER AND ROLL CALL
- II. CITIZENS COMMENTS
  - A. There were no citizen comments.
- III. CONSENT AGENDA

Motion by Bushke, seconded by Toellner, to approve the following Consent Agenda.

  - A. Minutes of August 6, 2013 Commission Meetings
  - B. Water Utility bills September 10, 2013 - \$24,833.04
  - C. Wastewater Utility bills September 10, 2013 - \$54,624.74

Motion carried unanimously.
- IV. KEKOSKEE/LEROY
  - A. Negotiation Progress Report/Discussion/Possible Action
    1. Recommend Approval of Memorandum of Intent
      - a. After discussion, motion by Bushke, seconded by Toellner to recommend to Council approval of the Memoranda of Intent to enter into contract negotiations with the Kekoskee/Leroy Sanitary District for the treatment of their wastewater at the Mayville Wastewater Treatment Plant. Motion carried unanimously.
- V. CONSTRUCTION PROJECTS
  - A. Well #3 Radium Removal Progress Report/Discussion
    1. The final pay request was received today and approved. Still adjusting manganese level down. This item will be removed from future construction project agendas.
  - B. Standpipe Replacement Progress Report/Discussion
    1. Ron has reminded the engineer that progress on this project is needed this year.
  - C. South St Water Main Progress Report/Discussion
    1. The project is scheduled to begin 9/16/13.

## VI. WATER REPORT

- A. Well #4 Rehab/Discussion/Possible Action
  - 1. Reviewed the proposals for the well rehab. Motion by Bauduin, seconded by Toellner, to award the contract to Water Well Solutions in the amount of \$27,738.00. Motion carried unanimously.
- B. Valve Exercising Progress Report
  - 1. Valve exercising is complete.
- C. Elevated Tank Cleaning/Discussion
  - 1. Elevated tank cleaning is complete. Ron had the contractor paint a 10' x 20' section of the top of the tower where the paint had been scraped off. The painting cost \$500.
- D. Act 25 Discussion/Possible Action
  - 1. Discussed Act 25, no action was taken.
- E. Hand Held Water Meter Reader/Discussion/Possible Action
  - 1. Ron informed the Commission that the 10 year old meter reader died and is no longer supported by the manufacturer. Ron has placed the meter on the 2014 capital purchase list.
- F. Day to Day Operations
  - 1. There was nothing to report.

## VII. WASTEWATER REPORTS

- A. Sanitary Sewer Lateral Replacement/Discussion/Possible Action
  - 1. Ron has recommended a system replacement program based loosely on the program used in Salem, Oregon. Ron will put together his proposal in writing for next month's meeting.
- B. Sewer Jetting Progress Report
  - 1. Sewer jetting is complete and discussed the condition of sewer jetter.
- C. Slug Loadings Discussion/Possible Action
  - 1. Discussed the slug loading ordinance. Ron asked the Commission how and when they wanted him to enforce the ordinance. Ron was instructed to average the previous years discharge for each industry and if an industry discharges greater than 5 times the industry's average daily discharge in any day the ordinance shall be enforced at that time.
- D. Day to Day Operations
  - 1. Scum Pumps
    - a. We are having problems with the scum pumps. The pumps have been on line since 1982.

## VIII. BUDGETS 2014/DISCUSSION

- A. 2014 Operational Water Budget Discussion/Possible Action
- B. 2014 Operational Wastewater Budget Discussion/Possible Action.
  - 1. Motion by Redeker, seconded by Toellner, to approve the Water and Wastewater Budgets as adjusted and recommend approval to the Common Council.

IX. PERSONNEL

- A. Convene into Closed Session Pursuant to Section 1985. (1) (c) Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility.

Motion by Bushke, seconded by Toellner, to convene into closed session Pursuant to Section 19.85 (1) (c) at 9:50 p.m., motion carried unanimously.

1. Discuss Personnel Evaluations
2. Reconvene Into Open Session/Possible Action

Motion by Bushke, seconded by Toellner, to reconvene into open session 10:07 p.m., motion carried unanimously.

X. ADJOURNMENT

With no further business motion by Toellner, seconded by Redeker, to adjourn at 10:08 P.M. Motion carried unanimously.

Ronald A. Wellner  
Director of Utilities