

CITY OF MAYVILLE
WATER/WASTEWATER UTILITIES COMMISSION MEETING
DECEMBER 5, 2017
WWTP
MINUTES

The meeting was called to order by President Burt Bushke and roll call was taken at 5:59 p.m.

PRESENT: Bushke, Detuncq, Pasbrig, Engel, Smith, Toellner, Guse
ABSENT: None
TARDY: None
ALSO PRESENT: Nathan Kempke (Utilities Director), Trakel, Christina Keller

I. CALL TO ORDER AND ROLL CALL

II. CITIZEN COMMENTS

1. None

III. CONSENT AGENDA/DISCUSSION/APPROVAL

Motion by Pasbrig, seconded by Guse, to approve the following Consent Agenda.

- A. Minutes of November 7, 2017 Meeting
- B. Water Utility bills - \$24,320.94
- C. Wastewater Utility bills - \$87,073.75

Motion carried unanimously.

Motion by Guse, seconded by Toellner, to move item VIII Personnel to Item IV.

Motion carried unanimously.

PERSONNEL

Convene into closed session Pursuant to Section 19.85 (1) (c) considering employment, promotion, compensation or performance evaluation of any public employee over which The governmental body has jurisdiction or exercises responsibility.

Motion by Toellner, seconded by Guse, to enter into closed session at 6:07 p.m.

- A. Utility Office staffing discussion
- B. Interview Candidate for Utility Accountant position.
- C. Reconvene into Open Session for Possible Action

Motion by Toellner, seconded by Engel, to enter into open session at 6:45 p.m.

The Commission offered the salaried position Utility Accountant to Christina Keller in the amount of \$42,000, with a revaluation at 6 months, and a revaluation after completion of her degree in accounting.

Keller leaves.

IV. WASTEWATER RATE DISCUSSION/POSSIBLE ACTION

After discussion on the 5-year forecast motion by Guse, seconded by Engel, to recommend to Council a rate increase for an average residential user of \$1.34 per month 2018, \$1.34 per month for 2019, \$1.34 per month for 2020 and a \$.69 per month 2021 and

a \$.69 per month 2022. Motion carried unanimously.

V. CONSTRUCTION PROJECTS

A. Kekoskee/Leroy Project Report/Discussion

1. DNR Inspection complete, received O & M manuals.
2. Still waiting for pump to be installed to help with mixing the grease in the well. Should be installed this year yet.

VI. WATER REPORT

A. Well & Distribution System Report/Discussion

1. Water samples have been good since adjustment of Chlorine levels were made, but there have been complaints about chlorine in water.
2. Well 3 finished waiting for safe samples.
3. Well 4 next to start rehab.
4. By pass valves are being turned on for winter, question was asked who repairs them, answer is utility repairs and installs by pass valves.

B. Lead Water Service Lateral Ordinance/Discussion/Possible Action

1. The City Attorney recommends elimination of section C and the Commission would like a change if a curb stop is repaired or replaced of language in section D #3 to include water testing mandatory of a lead service and put on next month's agenda.

No action taken.

Test holes are need for lead services on Horicon St project in the cost of approximately \$20,000. The Commission requested Nathan to send letters to lead service customers and to potential lead service customers in place of doing test holes.

Nathan presented the two volunteer lead sample results that were near the allowable limit. The results were one at the allowable limit and one lower than the allowable limit.

C. Disconnection Policy/Possible Action

1. Nathan presented the Tax Roll procedure for the Commission that they voted on in November. No action taken.

VII. WASTEWATER REPORTS

A. WWTP & Liftstations Report/Discussion/Possible Action

1. Nathan presented two estimates on the plant generator switch on a repair and replacement. Motion by Toellner, seconded by Guse to accept the the estimate from Wolter Power System for \$9,076.17. Motion carried unanimously.
2. Inflow for the month was low at around 600,000 per day.

B. Sanitary Sewer Lateral Replacement Update/Discussion

1. Waiting for televisive information from Great Lakes for Horicon St and Main St Project. There about 12 homes that will likely receive letters to get inside for televising.
2. High St sanitary sewer was corrected, with the cost of \$5,000. The Commission's recommendation is to pay the bill.

VIII. PERSONNEL

This item was moved to after item III. CONSENT AGENDA.

IX. ADJOURMENT

With no further business motion by Toellner, seconded by Guse, to adjourn at 7:50 p.m. Motion carried unanimously.

Nancy Trakel
Administrative Assistant