

The meeting was called to order at 6:00 p.m. by Commissioner Pasbrig with the following roll call:

Members Present: Commissioners Detuncq, Pasbrig, Engel and Guse; Alderpersons Smith and Toellner
Members Absent: Commissioner Bushke
Others Present: Nathan Kempke, Christina Keller

Citizen Comments.

Mayor Rob Boelk 235 N Clark Street. The Mayor, Commissioner Bushke, and Director Kempke visited Berlin's plant to discuss their leachate process. Thought it was good visit. A lot of useful information was shared.

Consent Agenda.**Minutes of January 9, 2018, Water Utility Bills, Wastewater Bills.**

Motion by Com. Smith, second by Detuncq, to approve the minutes. Motion passed unanimously.

Motion by Com. Smith, second by Guse to approve the bills. Motion passed unanimously.

Construction Projects.**Kekoskee/Leroy Project Report/Discussion**

Nathan shared a letter received from Kekoskee-Leroy Joint Sanitary Commission. Discussion on responses. Commissioner Smith states that we can't give a guarantee to Kekoskee-Leroy Joint Sanitary Commission that installation of a pump will fix the problem. We will agree to use the jetter equipment once a year for maintenance, like the other lift stations, at no charge, anything more will be billed. Nathan is to send a response letter.

Water Report.**Well & Distribution System Report/Discussion.**

Letter from DNR with the level 2 assessment results. Page 2 lists items that need addressing. Tim has already started on the list of items.

Well #4 rehabilitation started – most repairs needed are under the maintenance agreement. Water Well Solutions found iron bacteria on the well shafts. Air blasting process is required and has been requested by the DNR.

Meter changes started 30 letters went out, 12 have been completed.

Nathan is putting together a list of Commercial Cross Connection inspections needed for Kunkel.

Clark Street Water Tower Electric/Discussion

Nathan talked with an employee from Alliant. He suggested turning off the heaters. The January bill will not reflect the heater being turned off. If the bill is still high, the Alliant representative will come out and try to evaluate electric use in the tower. Nathan cannot find an agreement between the City and County regarding communication equipment in the tower. Com. Guse thought Carl Guse might have insight. Nathan said he discussed the County items with Mr. Marks. Alderperson Toellner suggested to put a separate electric meter on the County's equipment.

Air Compressor Repair at Well #4/Discussion/Possible Action.

3 estimates were received. Water Well Solutions: new compressor (\$10,788), retrofit air compressor (\$6700), and Zorn compressor new air compressor (\$6500) with Encore to install (880) total (\$7,440).

Motion by Toellner, second by Engel to approve Zorn and Encore to install a new compressor. Motion passed unanimously.

2017 Year End Water Report

Water loss percentage (13%) was very similar to 2016. Com. Engel asked if we are expected to do a leak study. Nathan is unsure when the last time we had one done. Discussion on water lost during water main breaks.

Wastewater Report.**WWTP & Lift station Report/Discussion/Possible Action.**

Audit was completed on Monday and Tuesday. Auditors will present results to the Commission in April or May. Nathan discussed his trip to the Berlin plant to discuss leachate treatment. Berlin mandates the leachate must be pretreated before it is allowed to enter the plant. Berlin doesn't have an ammonia level requirement like Mayville. Mayville would need to have pre-treatment for Ammonia in addition to what Berlin requires. Nathan suggests we get our permit from the DNR first and see what our treatment requirements will be before taking on more. Com Guse asked how much the funding would be. Nathan said it would be negotiated. Com. Guse asked a timeframe of what we are looking at. Nathan asked that we get this permit first, and then discuss with the DNR what flows and strengths of leachate the Mayville WWTP could handle.

Nathan noted we are treating 600,000 gallons a day on average. K/L peak flow might have been around 80,000 and the average is around 20,000.

Sanitary Sewer Lateral Replace Updated/Discussion.

Nathan is still going through the information from the contractor. We have 5 customers that are paying the \$50.00 service charge for not replacing their laterals during 2017.

Manhole Repair Estimate/Possible Action.

Northern Pipe is expected to give an estimate on 12 manhole repairs. Com Guse asked if this is something that should be open for bid. Com Guse asked why we didn't look at this before we did the lateral mandate. Alderperson Smith thinks that fixing the manholes are a top priority. The best time to check for leaking manholes is in spring. Com Pasbrig suggests to keep this on the agenda for further discussion. Nathan was instructed to come back with a plan.

2017 Year End Wastewater Report.

Summary of flow: 312 million gallons came through the plant, 9 million more than 2016. L/K contributed 11 million. Phosphorous level is kept close to our limit to minimize the use of RE300. Limits are changing in 2021. We had zero violations and zero bypasses in 2017. Infiltration number (61%) was similar to 2016 but most rainfall was during the first half of the year.

Utility Compensation for Deputy Clerk Position/Discussion with possible action.

Discussion on how much time the Deputy Clerk takes to enter payments. On average all month long about 20 minutes a day.

Motion by Guse, second by Alderperson Toellner to recommend 3% with a review of percent after 6 months. Motion passed unanimously.

ADJOURNMENT.

Motion by Alderman Toellner, second by Com. Guse to adjourn at 7:28p.m. Motion passed unanimously.

Christina Keller, Utility Accountant