

The meeting was called to order at 4:00 p.m. by Commissioner Bushke with the following roll call:

Members Present: Commissioners Engel, Pasbrig, Lodahl (zoom) Guinn, Bushke and Alderperson's Smith and Frings (zoom).
Members Absent: None
Others Present: Nichole DeBaker; Courtney Steger, Tracy Nadolski (4:42pm)

CITIZEN COMMENTS

Greg Justman of 19 Turner St would like to offer Traffic Control Service when Water/Wastewater Utility has emergency services needed.

CONSENT AGENDA

Minutes of December 7, 2021. Water Utility Bills, Wastewater Bills.

Motion by Commissioner Pasbrig, second by Commissioner Quinn to approve the Consent Agendas for December 7, 2021. Motion passed 7-0.

WATER REPORT**Well & Distribution System Report/Discussion**

We created a Facebook post regarding a company called HomeServe that blanketed Mayville in letters selling insurance for exterior water lines. Other municipalities have had similar letters that caused concern among residents.

We will meet 1/18 to discuss initial needs and design for well #4. Greg Droessler of Town & Country Engineering will be presenting this at a later meeting.

Our 3 percent increase in water billing from the simplified rate case will take place within the next billing cycle. Nichole has been working with civic systems to reflect these changes.

We completed one additional lead service in early December. This service was initially on our service list and reported to us by the homeowner as copper and removed from the list. During HydroCorp's inspection it was reported back to us immediately and we removed this service.

We cross referenced all of the previous cross connection inspection information from years ago and feel our initial lead list was very accurate. This also helped us to create an inventory of galvanized services. The second round of private lead service grant funding was received by our DNR representative and they have all of the information they need to proceed.

WASTEWATER REPORT**WWTP & Lift station Report/Discussion**

A few months back we reported a failed toxicity test and the ongoing testing requirements involved. We have plan set for the next few rounds of testing. We have submitted all necessary lab records, chemical spec, and plant drawings for this evaluation. Surveys went out yesterday as well to all commercial and industrial properties as indicated in our plan.

We are currently working on putting together public education on redirecting sump pumps and the justification, associated code violations and cost savings associated with this.

We had a failed pump at the 4th Street lift station. It was installed from a supply of back-up pumps that we already had. Sabel mechanical believes the pump was possibly faulty from the manufacturer, but since it was purchased in 2014 it was no longer under warranty.

We received an e-mail from a customer stating she, as well as the neighborhood, were very happy with the increased cleaning schedule we implemented on her street in a known trouble area. They have not had any incidence of back-up in over a year.

In both departments we are busy preparing for both our audit and PSC reporting. Our PSC report will be a bit more intensive with the removal of all known lead.

DICUSSION AND POSSIBLE ACTION REGARDING ADDITION OF SEWER SERVICES TO PARCEL 3522-001, TOWN OF LEROY

Discussion held regarding the addition of sewer services to Parcel 3522-001, Town of LeRoy.

Motion by Commissioner Engel, second by Alderpersons Frings to approve addition of sewer services to parcel 3522-001, Town of LeRoy. 5-1.

Commissioner Bushke- abstained

DICUSSION AND POSSIBLE ACTION REGARDING UTILITY ACCOUNTING OFFICE LOCATION AND PAYMENT CONSOLIDATION

Discussion held regarding Utility Accounting Office Location and Payment Consolidation.

Motion by Commissioner Engel, second by Alderperson Smith to approve Utility Accountant relocation to City Hall to better streamline work flow and payments.

Nadolski 4:50 left

DICUSS WITH POSSIBLE ACTION CUSTOMER BILLING AND PAST DUE BALANCE POLICY/PROCEDURES.

Discussion held regarding policy and procedures of customer billings for past due accounts. Accounts receive penalty fees, mandated through the PSC (Public Service Commission). No Action Taken.

ADJOURNMENT

Motion by Commissioner Lodahl, second by Commissioner Pasbrig to adjourn at 4:58 p.m. Motion passed unanimously.

Nichole DeBaker, Utility Accountant