

- PROPOSED MINUTES -**WAVERLY SANITARY DISTRICT**

November 9, 2010

District Office - N8722 County Rd. LP

The meeting was called to order at 8:30 a.m. by Commissioner Helein.

Present: Commissioner Helein (WCH)	System Operator Krueger (RWK)
Commissioner Fulcer (LJF)	System Operator VanZeeland (TGV)
Commissioner Sambas (MLS)	System Operator Dornfeld (DWD)
Engineer Martenson (SCM)	Office Mgr. Girdley (CMG)
Resident Jerry Lopas	Admin. Asst. Hallock (SAH)

Approval/acceptance of the 10/12, 10/25, 10/26 and 11/5/10 Meeting Minutes was accomplished with LJF's motion and MLS' second. Motion carried 3-0.

Receipt Acknowledgement/Approval of the October 2010 Financial and Budget Comparison Reports was accomplished with MLS' motion and LJF's second. Motion carried 3-0.

Invoices were approved for payment and checks were signed prior to the meeting.

COMMUNITIES/CUSTOMERS/SERVICE CONCERNS**James & Maria Schreiber -- Service Inquiry****-- October 28, 2010 Correspondence discussion/update**

SCM reviewed the 10/28/10 correspondence issued from M&E (SCM) and WSD (RWK) to the Schreibers that detailed Eisenhower Drive's temporary hold status and project scope, Calumet County's proposed sanitary enforcement, and WSD's annexation procedure. A copy of the 10/28/10 correspondence that was issued to the Schreibers after SCM/RWK's 10/21/10 meeting with the Schreibers is attached. (Attachment #1, pp. 1-2)

Wilz Court (Kohl) Water/Sewer Service**-- Assessment payment and connection status**

CMG reported Kohl has annexed into the District and the annexation was recorded 8/16/10 at Calumet Co. Kohl has one year (until 8/16/11) from the recorded annexation date to pay his assessment and to connect to WSD. WSD has not received any additional contact from Kohl as of the 11/9/10 meeting.

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COMMUNITIES/CUSTOMERS/SERVICE CONCERNS- CONTINUED

South Coop Road Sanitary/Water Main Extension Project

-- Project status report/discussion

SCM stated the water main installation is complete and has been pressure tested. The safe water sample remains outstanding. The sewer main installation is in process and SCM anticipates completion by 11/12/10. There will be extra costs involved to remove/haul away the unexpected debris (tree stumps, garbage, etc.) encountered under the road while boring for water/sewer main installation. A culvert will be installed in the south ditch of Woodland Rd. at Sugar Maple intersection to protect two 10" valve boxes.

Note: Change Order No. 1, received from Martenson & Eisele on 11/12/10, reflects \$1300 additional cost for the culvert installation. Change Order No. 2, received from M&E on 11/15/10, authorizes road repairs to South Coop Rd. due to unexpected debris buried under the road. All work to be documented as time and materials and paid accordingly. Cost to be determined upon completion.

-- Connection time frame discussion

SCM recommended the South Coop Rd. residents be allowed to connect as soon as all testing is complete rather than wait until WSD's 12/14/10 meeting at which time project acceptance is anticipated.

MLS motioned/LJF seconded WSD allow South Coop Rd. residents to connect as stated above. Motion carried 3-0.

OLD BUSINESS

Water Sample Tests' Results – RWK to report safe sample tests' results

RWK reported all five tests, three taken 10/5/10 and two taken 10/19/10, were determined as safe by the State of Wisconsin. (Attachment #2, pp. 1-5)

8" Forcemain Damage/Repair/Replacement

-- Available options/related costs/project status discussion

SCM reported the survey work, field work, and cad maps have been completed. The required easement from Kampo Enterprises LLC remains outstanding. The repair drawing will begin soon.

General Construction Status (Individual Projects)

-- Lake Park Villas/Cypress Homes and Lexington Homes – General discussion

SCM stated the COM continues the process of negotiating development agreements with Cypress Homes and Lexington Homes for undeveloped areas in Lake Park Villas.

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General Construction Status (Individual Projects) - Continued**-- Birling Court Extension (Andrysczyk) -- Project status report**

SCM/WSD have not received contact/information regarding this project since WSD's 10/12/10 meeting. The executed Waiver of Assessment was received from SCM on 12/13/07.

-- Lake Park Condominiums -- Project status report

SCM/WSD have not received contact/information regarding this project since WSD's 10/12/10 meeting. The executed Waiver of Assessment was received from SCM on 9/12/06.

-- Outagamie LLC Future Development -- Project status report (18 acres)

Location: North of Woodland Terrace and south of Manitowoc Rd.

WSD has not received contact/information regarding this project since WSD's 10/12/10 meeting. SCM stated a concept plan with denser single family lots has been submitted to the TOH and will be addressed by the Plan Commission during 11/10. The rezoning issue is ongoing. The signed Waiver of Assessment was received 1/24/06.

NEW BUSINESS**-- Establish the December Meeting Date -- Tuesday, December 14, 2010 (8:30 a.m.) District Office**

Tuesday, December 14, 2010, at 8:30 a.m. was established as the December meeting date/time. The meeting will be held at the District's office.

-- WRWA Building Fund -- "Water Walkway" donation/contribution discussion

CMG presented information received from WRWA requesting a donation based on size for a walk way paver that would include WSD's name that would be part of the "Water Walkway" that will be installed at a new training and storage facility to be built on WRWA's existing property in Plover WI.

LJF motioned/MLS seconded WSD contribute \$50 toward a 4" x 8" paver that will include WSD's name. Motion carried 3-0.

Office Report (Attachment #3, pp. 1-8)

CMG reviewed the Office Report for those in attendance. All items reviewed are included in the attached Office Report.

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NEW BUSINESS - CONTINUED**Field Report** (Attachment #4A, pp. 1-5 & Attachment #4B, pp. 1-2)

-- **Well Compliance** – RWK to report compliance status on existing/delinquent property owners
RWK stated he is working one on one with the eight remaining non-compliant residents. Water sample bottles were provided as well as the offer to assist with obtaining safe water samples for well permitting. For non-compliant residents RWK was not able to contact in person, WSD's card with a notice stating, that if wells are not in compliance by 12/31/10, legal enforcement will be pursued were hung on residents' door.

Field personnel are in the process of removing, lubing, and reinstalling hydrant caps. This procedure will continue until all hydrants have been done.

OTHER BUSINESS TO LEGALLY COME BEFORE THE COMMISSION

Facility's 7/20/10 Hail Damage to Aluminum Vents – Damage repair completion status report
RWK/CMG reported Boucher's Heating & Cooling, Inc. completed the hail damage repairs on 10/29/10. Boucher's \$4584.00 repair invoice dated 11/3/10 was paid 11/8/10. RWK stated the repairs are satisfactory.

NMSC's 20-yr. Facilities Plan Funding/Borrowing Request – General discussion

The Commission agreed to table this discussion until additional information is received from NMSC.

Since there wasn't any other business to legally come before the Commission, LJJ motioned/MLS seconded meeting adjournment.

Meeting adjourned at 9:00 a.m.

Submitted by Susan A. Hallock