

MEETING MINUTES

WAVERLY SANITARY DISTRICT

March 11, 2014

District Office - N8722 County Rd. LP

1) Meeting was called to order at 8:00am by President Bartlein.

2) Present:

President Bartlein	(DRB)	Systems Operator Krueger	(RWK)
Commissioner Bartlein	(JJB)	Systems Operator Van Zeeland	(TGV)
Commissioner Kasten	(DLK)	Office Manager Girdley	(CMG)
Consultant Sams	(MLS)	Admin Assistant Weir	(PMW)
		Mark Mommaerts - Harrison Planner	
		Travis Parish – Harrison Manager	

Absent: Consultant Fulcer

3) Approval/Acceptance of 2/11/14 Meeting Minutes:
MOTION (JJB¹/DLK²) to approve. Motion carried 3-0.

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

4) **Communities/Customers/Service Concerns**

- Bob Toonen and David Meister (Mau & Assoc)

Executed Waiver of Assessment receipt status: M&E received executed waiver of assessment and preliminary sanitary layout. RWK reported working out issue with a manhole. CMG reported developer agreed to installation of 1-1/2" or 2" meter per building.

- Lakeview Stormwater Pond:

Vacant Land Offer to Purchase- discussion/approval/signature: MOTION (DLK¹/DRB²) to approve offer to purchase. Motion carried 3-0. WSD sold 2.516 acres for 25,160.

Temporary Construction & Ingress/Egress Easement- discussion/approval/signature: MOTION (DLK¹/JJB²) to approve temporary construction & ingress/egress easement. Motion carried 3-0.

- WSD Building Storm Sewer Plan- Status report: Plans have been revised per Harrison engineer's comments and submitted to Harrison and McMahan.
- Birling Court Main Extension-Andrew Johnston service inquiry/City of Menasha position: Tabled until April meeting.
- Future Lift Station/Sanitary Sewer Force Main Easement (Mt Calvary): Nothing to report.

5) **Monthly Water Sample Tests' Results:** RWK reported five tests taken on 2/10/14 were determined safe by the State of Wisconsin. Report on file.

6) **Old Business:** None

7) **District's Repair/Main Extension/Modification Projects**

- Fire Lanes 5 – 10 Sewer Lateral Repair Television Project: CMG reported one account (#1920) unpaid/delinquent that can be certified to tax roll if unpaid at end of year.

- Sonny Dr (Road J) and CTH LP – Sewer/water mains construction complete. Testing, record drawing, etc. expected before acceptance.

8) **General Construction Status (Individual Developer Funded Projects)**

- Papermaker Ridge II: Sewer/water mains and storm sewer construction complete. Testing, record drawing, etc. expected before acceptance.
- Harrisville Place: Signed waiver of Assessment received. Plans expected for review at April meeting.
- Kambura Acres (Bud Rusch) – sanitary sewer and water plan approval: Sewer and water plans approved with spring construction expected.

9) **New Business**

- Next meeting is Tuesday April 8, 2014 (8:00am) at District Office

10) **Office Report**: CMG reported seven connection permits end of February compared to thirteen at end of February 2013. The January, February and March preliminary financial statements will be completed after audit is done. Full report on file.

11) **Field Report**: RWK met with Paul Birschbach Harrison building inspector to discuss inspection of residential backwater valve installation. Paul agreed to do this inspection before basement concrete is poured.

12) **Other Business to Legally Come Before the Commission**

- Gosling Easement (Wieckert): Easement signed and at Calumet Register of Deeds for recording.
- Tim Wittmann (Old Hwy Road /FL 9) – Executed Waiver of Assessment receipt status: Waiver of Assessment is still outstanding. M&E recommended Wittmann be allowed to complete his own As-Builts. MOTION (DLK¹/JJB²) to approve recommendation. Motion carried 3-0.

Commission recessed at 8:30am. JJB left at 8:45am.

13) **Closed Session** – Waverly Sanitary District Commission will convene into closed session: MOTION (DLK¹/DRB²) to move into closed session. Roll call vote: DLK-aye, DRB-aye. Motion carried 2-0. Time noted 9:00am.

14) **Adjournment**: MOTION (DLK¹/DRB²) to adjourn. Motion carried 2-0. Meeting was adjourned at 9:45am.

Submitted by Penny M. Weir
Administrative Assistant