

MEETING MINUTES
WAVERLY SANITARY DISTRICT

September 18, 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 Kasten	(DLK)	Systems Operator Van Zeeland	(TGV)
Commissioner Bartlein	(JJB)	Systems Operator Dornfeld	(DWD)
Consultant Sams	(MLS)	Office Manager Girdley	(CMG)
Consultant Fulcer	(LJF)	Admin Assistant Weir	(PMW)
Engineer Martenson	(SCM)	Mark Mommaerts – Harrison Planner	

3) **APPROVAL/ACCEPTANCE OF 8/12/14 MEETING MINUTES:**

MOTION (JJB¹/DLK²) to approve. Motion carried 3-0.

4) **RECEIPT ACKNOWLEDGEMENT/APPROVAL OF JAN-JUL 2014 FINANCIAL AND BUDGET COMPARISON REPORTS:** MOTION (JJB¹/DLK²) to approve. Motion carried 3-0

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

5) **COMMUNITIES/CUSTOMERS/SERVICE CONCERNS**

- Firelane 3 Resident Road/Manhole Repair Concern: Cliff Engel, Firelane 3 indicated 30 properties on FL 3 and east half of FL 2 will have private road reconstructed next year. WSD will apply cold patch around manhole this fall.
- Future Lift Station – ECWRPC 9/17/14 meeting addressing Neenah-Menasha SSA Hold Area Designation Removal: SCM reported it was only a discussion item on their agenda and will be decided on at their next meeting. CMG noted Zirbel Dr. resident expressed interest in water/sewer service. Zirbel Dr. is outside sewer service area and they would need to petition Harrison/ECWRPC for annexation into sewer service area.
- Lakeview Stormwater Pond: VOH has received all DNR approvals and is moving ahead to complete pond.
- Oak Park Place Service Inquiry: SCM in in contact with developer and project still in planning stages.

6) **MONTHLY WATER SAMPLE TESTS' RESULTS:** RWK reported five samples taken on 8/13/14 were determined safe by Clean Water Testing. Report on file.

7) **OLD BUSINESS:** 2013 Wisconsin Act 25-Municipal Customer Privacy Bill: Nothing new to report.

8) **DISTRICT'S REPAIR/MAIN EXTENSION/MODIFICATION PROJECTS**

- Fire Hydrant Relocation (Sunshine Auto parking lot): Project is expected to be completed within a month.

9) **GENERAL CONSTRUCTION STATUS (INDIVIDUAL DEVELOPER FUNDED PROJECTS)**

- Papermaker Ridge II: CMG reported final engineering fees have been received meeting all conditions of approval.
- Harrison Apartments – Final Project Acceptance: SCM reported project not ready for acceptance.
- Kambura Acres – Final Project Acceptance: SCM reported project not ready for acceptance.

- Harrisville Place: SCM reported project may be ready for acceptance at next meeting.
- Old Highway Rd (Tim Wittmann): Nothing new to report.

10) **NEW BUSINESS**

- Next meeting is Thursday Oct 16, 2014 (8:00am) at District Office
- District Storm Sewer Bid Acceptance: MOTION (DLK¹/JJB²) to accept bid from Robert J. Immel at \$36,897.50. Motion carried 3-0. This was low bid and included alternate deduct of \$3,000 for direct downspout connections.
- Senate Bill 517 (Act 274) Tax Roll Certification of Unpaid Utility Bills: Nothing new to report.
- City of Menasha's Appeal – Case No. 13-CV-189: Nothing new to report.

11) **OFFICE REPORT:** CMG reported there were 59 residential connection permits and one commercial connection permit end of August compared to 61 residential connection permits at end of August 2013. All tax settlement money has been received.

12) **FIELD REPORT:** RWK reported sewer cleaning of 1/3 the system scheduled for next week.

13) **OTHER BUSINESS TO LEGALLY COME BEFORE THE COMMISSION**

- Sewer Allowance on Aug Monthly Bill Acct #0110: CMG reported sewer allowance was given for water used that didn't go down the sanitary sewer.

14) **ADJOURNMENT:** MOTION (JJB¹/DLK²) to adjourn. Motion carried 3-0. Meeting was adjourned at 8:40am.

Submitted by Penny M. Weir
Administrative Assistant