

MEETING MINUTES
WAVERLY SANITARY DISTRICT

October 16, 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 Dornfeld	(DWD)
Commissioner Bartlein	(JJB)	Office Manager Girdley	(CMG)
Consultant Sambas	(MLS)	Admin Assistant Weir	(PMW)
Consultant Fulcer	(LJF)	Engineer Martenson	(SCM)
Mark Mommaerts – Harrison Planner			

3) **APPROVAL/ACCEPTANCE OF 9/18/14 MEETING MINUTES:**

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

4) **RECEIPT ACKNOWLEDGEMENT/APPROVAL OF AUG-SEP 2014 FINANCIAL AND BUDGET COMPARISON REPORTS:** MOTION (JJB¹/DLK²) to approve August and September 2014 Financial and Budget Comparison Reports. Motion carried 3-0

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

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

- Annual Sanitary Sewer Jetting – Frequent backup occurrences: Bill Peotter from Speedy Clean was present to explain the jetting process and discuss the backups. He will be meeting with a representative from RR Donnelley to investigate what may have happened at their building and has agreed to pay for costs associated with a manhole cover being left off in a ditch on CTH LP. CMG will issue an invoice.
- Future Lift Station – Neenah-Menasha SSA Hold Area Designation Removal: Request will be addressed at their 10/31/14 meeting.
- Lakeview Stormwater Pond: Mark Mommaerts stated it's still under construction.
- W6697 Hwy 10 & 114 – Bodway property: CMG reported WSD can provide water/sewer but cannot extend the district boundary to include the property because of language in the 1999 Menasha/Harrison/Waverly agreement. Greg Keil from COM indicated the property will not be annexed even if it is sold outside the family as long as it is left as the lot of record that existed at the time of the agreement.

6) **MONTHLY WATER SAMPLE TESTS' RESULTS:** RWK reported five samples taken on 9/11/14 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.
- Senate Bill 517 Act 274-Tax Roll Certification of Unpaid Utility Bills: Nothing new to report.
- City of Menasha Appeal Case No. 13-CV-189: CMG reported she and President Bartlein attended "Consolidation Kickoff Meeting" organized by Sam Shannon of Public Service Commission. UW students are completing a study on consolidating local districts. Districts were assured consolidation would only happen on a volunteer basis. PSC only oversees water and not sewer in most Wisconsin districts.

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

- Fire Hydrant Relocation (Sunshine Auto parking lot): Project completed except restoration.
- Facility Storm Sewer Construction: SCM reported delays caused by recent rain but expected back this afternoon to continue.

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

- Harrison Apartments – Final Project Acceptance: SCM reported all but walk thru and punch list completed and recommended conditional acceptance. MOTION (JJB¹/DLK²) to approve conditionally. Motion carried 3-0. Conditional requirements are completion of walk-thru, punch list and final engineering costs paid.
- Kambura Acres – Final Project Acceptance: SCM reported project complete and recommended acceptance. MOTION (JJB¹/DLK²) to approve conditionally on final engineering cost being paid. Motion carried 3-0.
- Harrisville Place: SCM reported project may be ready for acceptance at next meeting.
- Old Highway Rd (Tim Wittmann): CMG reported Tim requested list of prequalified contractors.

10) **NEW BUSINESS**

- Next meeting is Thursday November 13, 2014 (10:00am) at District Office
- Budget meeting scheduled Thursday October 30, 2014 (10:00am) at District Office

11) **OFFICE REPORT:** CMG reported there were 66 residential connection permits and one commercial connection permit end of September compared to 70 residential connection permits at end of September 2013. Lift station #1 modification project resulted in reduced energy rates from WE Energies. Report on file.

12) **FIELD REPORT:** RWK reported they are flushing hydrants and preparing for winter.

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

- Dump Truck Quotes: RWK reported quotes will be in next month due to a change in the specs.

14) **ADJOURNMENT:** MOTION (DLK¹/JJB²) to adjourn. Motion carried 3-0. Meeting was adjourned at 9:35am.

Submitted by Penny M. Weir
Administrative Assistant