

MEETING MINUTES
WAVERLY SANITARY DISTRICT
July 23, 2015
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)
Engineer Martenson	(SCM)	Admin Assistant Weir	(PMW)

Others in attendance: Harrison Manager Travis Parish, Harrison Planner Mark Mommaerts, Harrison Village Trustee Joe Sprangers, Resident Glenn Kasten and Kristen Fuller & Ryan Van Camp from SEH Engineering

3) **APPROVAL/ACCEPTANCE OF 6/11, 6/17 AND 6/25/15 MEETING MINUTES:**

MOTION (DLK¹/JJB²) to approve minutes. Motion carried 3-0.

4) **RECEIPT ACKNOWLEDGEMENT/APPROVAL/ACCEPTANCE OF THE JUNE FINANCIAL STATEMENTS AND BUDGET COMPARISONS:** MOTION (JJB¹/DLK²) to approve. Motion carried 3-0.

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

- Menasha Utilities Service Acquisition of District's Lift Station #4 Property: CMG stated the Public Hearing was held 7/22/15.
- Acct #126: RWK reported this issue is now being reviewed by Calumet County.

6) **MONTHLY WATER SAMPLE TESTS' RESULTS:** RWK reported five samples taken on 6/22/15 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.

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

- Future Lift Station #6: SCM reported wetland delineation is almost complete, survey work has begun and request filed for archeological report from DNR.
- Sonny Drive Extension East of Black Oak (2nd): SCM reported project under construction beginning July 20 and expecting to take three weeks.

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

- North Shore Apartments (Harrison Apts) Phase I: SCM stated project not ready for acceptance.
- Harrison Apartments Phase II & III: SCM stated project not ready for acceptance.
- Ponds of Menasha – Phase 2: Acceptance expected when Villa way is constructed in gravel state.

10) **NEW BUSINESS**

- Next meeting is Thursday August 6, 2015 (8:00am) at District Office.

11) OFFICE REPORT:

- TID Reimbursement Request: CMG reported reimbursement received.
- 2012 Outstanding Special Assessment Payments: CMG reported payments received.
- 2015 WI Act 55: CMG reported recently adopted Wisconsin Act 55 prohibits us from requiring a Clear Water Inspection prior to the closing on the sale of a house. Our current \$40 fee for real estate inquiries covered the cost of a Clear Water Inspection. Commission discussed reducing the fee. MOTION (JJB¹/DLK²) to reduce fee to \$25. Motion carried 3-0.
- CMG reported 20 residential and eight commercial connections in June compared to 44 residential and no commercial last June. 2014 Consumer Confidence Report was published June 28.

12) FIELD REPORT

- Spring Valley Road Revised As-Builts: RWK reported revision completed.
- Disposal of District's 1993 Dump Truck: RWK reported the truck sold at Outagamie Auction netting Waverly \$7912.50. Payment was received.
- RWK reported annual televising of sewer laterals is progressing. Property owners have been notified regarding repairs for leaks found to date.

13) OTHER BUSINESS TO LEGALLY COME BEFORE THE COMMISSION

- Lift Station #4 Mixer Upgrade (approximate cost: \$7280): RWK explained the current mixer has failed twice and requested the upgrade. MOTION (DLK¹/JJB²) to approve upgrade mixer at Lift Station #4. Motion carried 3-0.
- Resolution No. 2015-01, Series 2015 – 2014 Compliance Maintenance Annual Report: MOTION (JJB¹/DLK²) to adopt Resolution 2015-01. Motion carried 3-0.

14) ADJOURNMENT: MOTION (DLK¹/DRB²) to adjourn. Motion carried 3-0. Meeting was adjourned at 8:45am.

Submitted by Penny M. Weir
Administrative Assistant