

MEETING MINUTES
WAVERLY SANITARY DISTRICT
August 6, 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, Financial Advisors Dave Wagner and Jon Cameron from Ehlers

3) **APPROVAL/ACCEPTANCE OF 7/23/15 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 financial statements for July. Motion carried 3-0.

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

- Menasha Utilities Service Acquisition of District's Lift Station #4 Property: Nothing new to report.
- Acct #126: RWK reported waiting to hear if Calumet County was able to make contact with resident.

6) **MONTHLY WATER SAMPLE TESTS' RESULTS:** RWK reported five samples taken on 7/15/15 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.

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

- Future Lift Station #6:
 - Financing options for Sanitary Sewer/Water Main Extensions and Lift Station from Ehlers: Both Dave and Jon provided information and answered questions regarding scope of services, basic options for financing, and methods of assessments and tax levies. MOTION (DLK¹/JJB²) to hire Ehlers to get things started. Motion carried 3-0.
 - Sewer Service Area Amendment: MOTION (JJB¹/DLK²) to authorize M&E to move forward with application. Motion carried 3-0.
 - Reconsider Motion made June 2, 2015: Motion stated Waverly Sanitary District would "not participate in the Village of Harrison's assessment proceedings and/or levying/collecting special assessments within the Village of Harrison". MOTION (DLK¹/JJB²) to rescind motion. Motion carried 3-0.
 - Project Discussion/Status Report: SCM reported wetland delineation is complete, archeological report received, navigability complete and survey work is in progress. Work will begin on the sewer service area amendment application.

- Sonny Drive Extension East of Black Oak (2nd): SCM reported main construction was completed. Cleaning, testing, televising and record drawings, etc. still in progress. Project should be ready for approval at September meeting.

9) GENERAL CONSTRUCTION STATUS (INDIVIDUAL DEVELOPER FUNDED PROJECTS)

- North Shore Apartments (Harrison Apts) Phase I: Nothing new to report.
- North Shore Apartments (Harrison Apts) Phase II & III: SCM reported project ongoing.
- Ponds of Menasha – Phase 2: SCM reported project is complete. Villa Way completed in gravel state and recommended approval conditional on installation of chimney seals, hydrant flags and payment of final engineering costs. MOTION (DLK¹/JJB²) to conditionally accept Ponds of Menasha project with conditions met. Motion carried 3-0.

10) NEW BUSINESS

- Next meeting is Thursday September 3, 2015 (8:00am) at District Office.

11) OFFICE REPORT

- CMG reported there were 27 residential and eight commercial connections in July compared to 51 residential and one commercial in July 2014. Title companies have been notified of WSD change in fees for real estate inquiries.
- Neenah Menasha Sewerage Commission Future Amendment to the Ordinance Contract: CMG reported amendment is in process to remove the industrial users from the ordinance contract. More information is expected.

12) FIELD REPORT

- RWK reported a water leak found in lateral on Firelane 9. Property owner is cooperating to have it repaired and understands their portion of responsibility. Replacement window for broken shop office window has been ordered. Quotes to replace van will be presented in time for 2016 budget.

13) OTHER BUSINESS TO LEGALLY COME BEFORE THE COMMISSION - Nothing

14) ADJOURNMENT: MOTION (DLK¹/DRB²) to adjourn. Motion carried 3-0. Meeting was adjourned at 9:20am.

Submitted by Penny M. Weir
Administrative Assistant