

**MEETING MINUTES**  
**WAVERLY SANITARY DISTRICT**  
**April 14, 2016**  
**District Office - N8722 County Rd. LP**

1) **MEETING WAS CALLED TO ORDER** at 2:40pm by President Bartlein.

2) **PRESENT:**

President Bartlein	(DRB)	Systems Operator Van Zeeland	(TGV)
Commissioner Kasten	(DLK)	Systems Operator Dornfeld	(DWD)
Commissioner Bartlein	(JJB)	Billing Clerk Weir	(PMW)
		Engineer Martenson	(SCM)

Others in attendance: Harrison Manager Travis Parish

3) **APPROVAL/ACCEPTANCE OF 3/17 AND 3/31/16 MEETING MINUTES:** MOTION (JJB<sup>1</sup>/DLK<sup>2</sup>) to approve both minutes. Motion carried 3-0.

4) **DECEMBER 2015 FINANCIAL STATEMENTS AND BUDGET COMPARISON:** Postponed until next meeting.

5) **COMMUNITIES/CUSTOMERS/SERVICE CONCERNS:** None

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

7) **OLD BUSINESS:** Employee Wage Study Concerns – Status of contact with Patrick Glynn: Cathy will be contacting him after she completes the annual PSC report.

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

- Future Lift Station #6 – Project discussion: SCM provided updated estimates/maps and will forward these to Dave Wagner of Ehlers and a meeting will be scheduled.

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

- 2<sup>nd</sup> Addition to Woodland Hills - Gosling Way Court status report: SCM reported project progressing. Waiting on safe water sample results, video and final approval after street constructed.
- Woodcrest Heights Drive – Status report: SCM reported developer has decided to extend sewer and water mains to serve the two-lot CSM. MOTION (JJB<sup>1</sup>/DLK<sup>2</sup>) to approve M&E to submit plans for Woodcrest Heights project to DNR. Motion carried 3-0.
- 1<sup>st</sup> Addition Lake Park Heights – Status report: No plans submitted yet.

10) **NEW BUSINESS**

- Next meeting scheduled for Thursday, May 12, 2016 (2:30pm) at District Office.

11) **OFFICE REPORT:** None

12) **FIELD REPORT**

- TGV reported manholes and laterals are being inspected. So far three leaking manholes and three leaking laterals have been discovered.

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

- Kurt Services, LLC – Approval to hire for small excavating work: MOTION (DLK<sup>1</sup>/JJB<sup>2</sup>) to approve Kurt Services for small projects. Motion carried 3-0.
- Wisnet.com, LLC-New website design proposal: Staff will provide copy of quote for next meeting.

**14) ADJOURNMENT:** MOTION (DLK<sup>1</sup>/JJB<sup>2</sup>) to adjourn. Motion carried 3-0. Meeting was adjourned at 3:00pm.

Submitted by Penny M. Weir  
Billing Clerk