

CITY OF MAYVILLE  
WATER/WASTEWATER UTILITIES COMMISSION MEETING  
JUNE 4, 2013  
WWTP  
**MINUTES**

The meeting was called to order by President Hilbert and roll call was taken at 7:00 P.M.

PRESENT: Hilbert, Bushke, Redeker, Toellner, Cheesebro  
ABSENT: Heim, Baudhuin  
TARDY: None  
ALSO PRESENT: Wellner, Jody Steger, Michael Hanson, Bethany Reyers, Kate Price

I. CALL TO ORDER AND ROLL CALL

II. CITIZENS COMMENTS

- A. Michael Hanson requested that ordinances §355-5 & §355-23 be changed to require the utility to be the owner of the residential sewer lateral within the road right of way. Motion by Cheesebro, seconded by Redeker to move Item XI on the agenda to immediately after the citizen comments, motion carried unanimously.

XI. ORDINANCES §355-5 & §355-23 SANITARY SEWER SERVICES PIPES

- A. Discussed the ordinances, Ron presented a study performed by the University of Wisconsin for the City of Milwaukee entitled, Residential Sewer Lateral Maintenance Program Analysis for the City of Milwaukee. The report stated that the residential property owner in Milwaukee is the owner of the sewer lateral from the home to the main and that most cities have the same ordinance. Commissioner Bushke recommended that we obtain local ordinances on laterals. Ron recommended that the ordinance remain as is. Motion by Redeker, seconded by Cheesebro, to recommend to Council the ordinances remain as currently written.

Ayes: Redeker, Toellner, Cheesebro, Hilbert

Nay: Bushke

Motion passes 4:1

III. CONSENT AGENDA

Motion by Bushke, seconded by Redeker, to approve the following Consent Agenda.

- A. Minutes of May 14, 2013 Commission Meetings  
B. Water Utility bills June 4, 2013 - \$112,090.44  
C. Wastewater Utility bills June 4, 2013 - \$59,341.86

Motion carried unanimously.

- IV. MICHAEL ENGEL 35 YEARS OF SERVICE RECOGNITION
  - A. Mike Engle 35 years of service was recognized and Mike was thanked for his dedicated service to the City of Mayville Utilities.
  
- V. AUDIT REPORT
  - A. Bethany Reyers (Baker Tilly) presented the water and wastewater audit reports. Bethany recommended that a water rate study be performed in early 2014 prior to the construction of the water tower and that the wastewater rates as recommended last year be implemented, as it will be at least two years before Kekoskee/Leroy can come on line. Bethany Reyers leaves, at 8:30 p.m.
  
- VI. ELECTION OF COMMISSION OFFICERS
  - A. Motion by Bushke, seconded by Cheesebro, to elect Ed Hilbert President of the Utilities Commission, motion carried unanimously.
  - B. Motion by Redeker, seconded by Toellner to elect Burt Bushke as Vice President of the Utilities Commission. Motion carried unanimously.
  
- VII. KEKOSKEE/LEROY
  - A. Negotiation Progress Report/Discussion
    - 1. Ron discussed the progress of negotiations.
  
- VIII. CONSTRUCTION PROJECTS
  - A. Well #3 Radium Removal Progress Report/Discussion
    - 1. Ron reported that last week he went through the well 3 project with the engineers and that they recommended that the well be run in its normal rotation unless the contractor needs it off for site work.
  - B. Standpipe Replacement/Discussion
    - 1. Engineering proposals are due back 6/24/13. Donohue has withdrawn their request to present a proposal. Ron is meeting with the interested firms to discuss the project. Ron asked the Commission if they wished to interview the final 2 or 3 candidates at the July meeting or select the firm without interviews. They elected to make a decision without final interviews. Discussion on the selection will take place in closed session at the July meeting.
  - C. South Street Water Main Replacement/Discussion/Possible Action
    - 1. Plans have been approved by the DNR advertised for bids will be placed in the newspaper on June 13<sup>th</sup>.
  
- IX. WATER REPORTS
  - A. PSC Report
    - 1. Kate Price presented the 2012 PSC report. Kate leaves
  - B. Day to Day Operations
    - 1. Hydrant Flushing
      - a. Hydrant flushing is completed.
    - 2. Valve Exercising
      - a. Valve exercising has not yet begun; Ron expects to start the program next week.

X. WASTEWATER REPORTS

- A. 2012 Compliance Maintenance Annual Report/Review/Approval
  - 1. After review of the report motion by Redeker, seconded by Bushke, to approve resolution 0001-2013, stating that the Commission has read, knows and understands the 2012 Compliance Maintenance Report. Motion carried unanimously. The resolution was signed by Hilbert and Bushke.
- B. Sanitary Sewer Lateral Replacement/Discussion/Possible Action
  - More discussion on an ordinance to require televising and possible repair of laterals at the time of the sale of the property. Ron again reviewed the University lateral study. This item will again be further discussed at future meetings. No action was taken.
- C. Day to Day Operations/Discussion
  - 1. WAS & Return Flow Pump Installation
    - a. The WAS and return flow pumps are installed and running
  - 2. Wool Road liftstation
    - a. The wet well has been cleaned; the new VFD is scheduled to be installed 6/6/13.
  - 3. Old Fashioned Foods Discharges
    - a. Ron was instructed to give them a final written warning after the next incident occurs in regards to oil and grease discharges and to notify the Old Fashioned Cheese that further discharges of this type will be fined according to ordinances.
  - 4. Sewer Jetting
    - a. Sewer Jetting has not yet begun.

XI. ORDINANCES §355-5 & §355-23 SANITARY SEWER SERVICE PIPES

- A. Review/Possible Action
  - 1. Has been moved by motion to the third item on Agenda.

Jody Steger leaves.

XII. PERSONNEL

- A. Kate Price Retirement/Discussion/Possible Action
  - 1. No action was taken.

XIII. ADJOURNMENT

With no further business motion by Bushke, seconded by Redeker, to adjourn at 9:42 P.M. Motion carried unanimously.

Ronald A. Wellner  
Director of Utilities