

CITY OF MAYVILLE  
WATER/WASTEWATER UTILITIES COMMISSION MEETING  
NOVEMBER 5, 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, Heim, Detuncq, Redeker, Toellner  
ABSENT: Baudhuin  
TARDY: None  
ALSO PRESENT: Wellner

I. CALL TO ORDER AND ROLL CALL

II. CITIZENS COMMENTS

- A. Discussed two Rae Lane sewer backup complaints at the request of Dan Leal. Ron asked if the Commission wanted this item placed on the December Agenda for possible action. The Commission instructed Ron that this item is not to be placed on the December's Agenda.

III. CONSENT AGENDA

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

- A. Minutes of October 1, 2013 Commission Meeting  
B. Water Utility bills November 5, 2013 - \$16,918.74  
C. Wastewater Utility bills November 5, 2013 - \$41,412.24

Motion carried unanimously.

IV. KEKOSKEE/LEROY CONTRACT REVIEW/DISCUSSION

Ron went through his comments on the proposed contract. Ron will email Dan Heim and Burt Bushke copies of Ron's, Craig Kunkel's and John Andres' comments in regards to the contract. Ron asked Dan and Burt if they could attend a November 20<sup>th</sup> negotiation meeting. Both said they would check their schedules and get back to Ron this week.

V. CONSTRUCTION PROJECTS

- A. Standpipe Replacement Progress Report/Discussion  
1. Ron received the first billing from AECOM. AECOM is working on the system modeling.
- B. South St Water Main Progress Report/Discussion  
1. The project is complete, with the exception of landscaping. Discussed problems during construction, including a lateral main break on 4<sup>th</sup> St. immediately east of the newly installed main. The break occurred during the filling of the new main. The broken section of main was replaced.

- C. Hwy 28/67 DOT Project/Discussion
  - 1. Discussed the project schedule and engineering.
  
- VI. 5-YEAR CAPITAL IMPROVEMENT PROGRAM/DISCUSSION/POSSIBLE ACTION
  - A. To be placed on the December Agenda.
  
- VII. WATER REPORT
  - A. Well #4 Rehab/Discussion
    - 1. The iron filter media has been installed as has been the pump and motor. Water Well Solutions ran the pump to waste today, but the well will remain off line until the new air stone arrives. The manufacturer has given no time table for the parts delivery.
  - B. Hydrant Flushing Progress Report
    - 1. Hydrant flushing is complete with no issues.
  
- VIII. WASTEWATER REPORTS
  - A. Sanitary Sewer Lateral Replacement/Discussion/Possible Action
    - 1. Ron's proposed program was discussed. Commissioner Redeker suggested that a special meeting be set up, as this item is going to take awhile to discuss.
  - B. Director's WWOA Convention Expense/Review/Possible Action
    - 1. After review, motion by Bushke, seconded by Toellner, to approve the expense report. Motion carried unanimously.
  - C. Raw Sewage Pump #2, Pump Issues/Discussion
    - 1. The pump was making funny noises and was pulled and replaced with the spare. During inspection the pump impeller was found with a chip and a crack in it. The chip most likely came from a rock during high flows. The pump has been sent out for impeller replacement. This is not a warranty issue.
  - D. FE Pumps Mechanical Seal Problems/Discussion
    - 1. The seal problems have been caused by leaves in the pumps. One pump has been sent in for repairs while the other pump remains on line until the repaired pump is returned.
  - E. Park Liftstation Pump Rail System/Discussion
    - 1. Ron has had Crane Engineering check out the railing system, as it is made of soft metal and corroding. Crane will get Ron a price for replacement with a stainless steel rail system.
  
- IX. PERSONNEL
  - A. Review of Advertisement for Utility Accountant Position/Discussion/Possible Action
    - 1. Ron will by November 15<sup>th</sup> post the opening for possible City employee transfer to the position. If there has been no interest from City employees, the position will be advertised in the Pionier Press by December 1, 2013.
  - B. Convene into Closed Session Pursuant to Section 1985 (1) (c) Considering employment, promotion, compensation or performance evaluation data of any public employee over with the governmental body has jurisdiction or exercises responsibility. Motion by Bushke, seconded by Heim, to go into closed session at 8:51 p.m., motion carried unanimously.

1. Review Evaluations with 2014 wages
2. Reconvene into Open Session/Possible Action

Motion by Bushke, seconded by Heim, to reconvene into Open Session at 9:02 p.m.  
Motion carried unanimously.

Motion by Bushke seconded by Heim, to approve 2014 salaries as recommended in closed session. Motion carried unanimously.

#### X. ADJOURNMENT

With no further business motion by Bushke, seconded by Toellner, to adjourn at 9:06 P.M. Motion carried unanimously.

Ronald A. Wellner  
Director of Utilities