

CITY OF MAYVILLE
WATER/WASTEWATER UTILITIES COMMISSION MEETING
NOVEMBER 13, 2012
WWTP
MINUTES

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

PRESENT: Hilbert, Bushke, Del Ponte, Hintz, Heim
ABSENT: None
TARDY: None
ALSO PRESENT: Wellner, Price, Trakel, Reyers (Baker-Tilly), Mayor Moede,
Ald. Sertich, Ald. Redeker, Dawn & Steve Dethardt

- I. CALL TO ORDER AND ROLL CALL
- II. CITIZENS COMMENTS
 1. There were no citizens' comments.
- III. CONSENT AGENDA

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

 - A. Minutes of October 2, 2012 Commission Meeting
 - B. Water Utility bills November 13, 2012 - \$72,686.88
 - C. Wastewater Utility bills November 13, 2012 - \$91,352.83

Motion carried unanimously.
- IV. 25 YEARS SERVICE RECOGNITION AWARD
 - A. Mayoral Presentation/Nancy Trakel
 1. The Mayor formally thanked and recognized Nancy Trakel for her 25 years of continuous service to the City of Mayville Utilities. Nancy leaves.
- V. UTILITIES COMMISSION BOARD MEMBERS
 - A. Discussion of Ordinance 1049-2012, an Ordinance Repealing Section 22-9, Section A. Relating to Membership of the Utilities Commission of the Mayville Municipal Code.
 1. The Commission, Mayor and Alderpersons discussed the Mayoral proposal to have 2 Alderpersons serve on the Commission. After a lengthy discussion it was decided to schedule a joint meeting the final week of November between the Commission and the Common Council.
- VI. WASTEWATER RATE STUDY
 - A. Presentation by Baker Tilly/Discussion/Possible Action
 1. Bethany Reyers of Baker Tilly presented the rate study. Motion by Hintz, seconded by Del Ponte, to recommend approval of the new rate

structure as presented to the Common Council. Motion carried unanimously. The item was also to be added to the November joint meeting agenda and Baker Tilly was requested to make the rate study presentation at the joint meeting.

VII. KEKOSKEE/LEROY

- A. Presenting a letter from MSA to formally enter into negotiation with Kekoskee/Leroy in acceptance of wastewater/Discussion/Possible Action
 - 1. Ron presented the letter from Gil Hantzch (MSA), requesting entering formal negotiations to discharge there wastewater to the Mayville WWTP. After discussion this item was also added to the joint meeting agenda. No action was taken.
- B. Baker Tilly Presentation/Discussion/Possible Action
 - 1. Bethany Reyers presented a proposal for a connection fee study and intermunicipal agreement between Mayville and Kekoskee/Leroy, no action was taken. Bethany Reyers, Steve and Dawn Dethardt leave, 8:00 p.m.

VIII. CONSTRUCTION PROJECTS

- A. Well #3 Radium Removal
 - 1. Progress Report
 - a. Ron reported that the latest test result was 1.55 pCi/L and that bid opening is December 20th 1:00 p.m. at the WWTP.

IX. WATER PROJECTS

- A. Wells
 - 1. Well #2 Iron Filter
 - a. An air filter and butterfly valve were discovered to be broken and have been ordered, shipment date 12/21/12. The well remains off line until repairs can be made. The well is available for fire protection if needed.
- B. Towers
 - 1. There was nothing to report.
- C. System
 - 1. Hydrant flushing was completed within 1 week, with no problems found.
- D. South Street
 - 1. Ron reported there was a main break on 11/7/12 at 5:00 p.m. the main repair was complete by 9:30 p.m. that same evening.

X. WASTEWATER PROJECTS

- A. WWTP
 - 1. Chloride Report
 - a. The chloride reduction progress report required in our discharge permit has been submitted to the DNR
 - 2. Annual DNR Inspection was complete this past month and Ron has received the inspection report. Ron will complete a response this month.
 - 3. Dissipative Cooling Study, Ron reported that a letter from Doris Theiler commended that a study be completed to prevent possible

effluent requirements. The Commission told Ron not to perform the study.

4. Ron also reported that we are performing additional testing for our effluent for cyanide and arsenic as our priority pollutant scan indicated higher than normal amounts of both.

B. Collection System

1. There was nothing to report.

C. Liftstations

1. Golf View liftstation had another seal failure last week. Ron ordered an ABS pump to replace the next seal failure. If the ABS pump performs well Ron will replace the other pump as well.

D. Director's Travel Expense Statement

1. After review, motion by Bushke, seconded by Hintz, to approve the expense statement of \$140.71. Motion carried unanimously.

XI. CONVENE INTO CLOSED SESSION PURSUANT TO SECTION 19.85 (1) (C) CONSIDERING EMPLOYMENT, PROMOTION, COMPENSATION, OR PERFORMANCE EVALUATION DATA OF ANY PUBLIC EMPLOYEE OVER WHICH THE GOVERNMENTAL BODY HAS JURISDICTION OR EXERCISES RESPONSIBILITY

Motion by Del Ponte, seconded by Hintz, at 8:40 to convene into closed session for purpose of Discussion of evaluations, proposed Salaries and Wages with the 2013 Budget pursuant to Section 19.85 (1) (c) considering employment promotion, compensation, or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility, to include the Director of Utilities. Motion carried unanimously. Price, Mayor Moede, Ald. Sertich, and Ald. Redeker leave.

A. Review Evaluations/Proposed Salaries/Wages with the 2013 Budget

B. Reconvene into Open Session for Possible Action

Motion by Bushke, seconded by Hintz, to reconvene into open session at 9:18 p.m. Motion carried unanimously. The Mayor, Ald. Sertich, Ald. Redeker return. Motion by Bushke, seconded by Del Ponte to give the following wage increases beginning 1/13/13 for all but one full time employee of 2% with the other 2.5%, and all part time personnel receive no pay increase, the increases are base wages only. Motion carried unanimously.

XII. 2013 BUDGETS

A. Review/Approval

1. After review, motion by Del Ponte, seconded by Hintz, to approve the 2013 budgets as presented, including water and wastewater operating budgets and capital improvement budgets. Motion carried unanimously.

XIII. ADJOURNMENT

With no further business motion by Bushke, seconded by Heim, to adjourn at 9:48 P.M. Motion carried unanimously.

Ronald A. Wellner
Director of Utilities