

CITY OF MAYVILLE
WATER/WASTEWATER UTILITIES COMMISSION MEETING
DECEMBER 4, 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
ABSENT: Heim
TARDY: None
ALSO PRESENT: Wellner, Price

I. CALL TO ORDER AND ROLL CALL

II. CITIZENS COMMENTS

1. Arlitt Del Ponte announced her resignation from the Utilities Commission as of 12/5/12.

III. CONSENT AGENDA

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

- A. Minutes of November 13 & 28, 2012 Commission Meetings
- B. Water Utility bills December 4, 2012 - \$8,473.84
- C. Wastewater Utility bills December 4, 2012 - \$43,727.72

Motion carried unanimously.

IV. KEKOSKEE/LEROY

- A. Agreement to Enter Into Negotiations for Treatment of Wastewater/
Discussion/Possible Action
 1. After discussion, motion by Bushke, seconded by Hintz, to enter into negotiations for the treatment for treatment of Keskoskee/Leroy wastewater at the Mayville Wastewater Treatment Facility. Motion carried unanimously.
- B. Baker Tilly Presentation of Contract to Determine Connection Fees/
Discussion/Possible Action
 1. Baker Tilly proposal for a connection fee study and intermunicipal agreement services was reviewed and discussed. Motion by Del Ponte, seconded by Hintz, to enter into the contract with Baker Tilly as proposed. Motion carried unanimously. Before authorizing the contract Ron is to contact Baker Tilly to find out if the contract includes attendance at negotiation meetings.
- C. Engineering/Discussion/Possible Action
 1. Hiring an independent engineering firm to represent Mayville and to inspect the construction of the liftstation and mains were discussed. Although it did not seem necessary it was decided to allow the negotiating team to make that determination. No action was taken.

- D. Appointment of Commission Member to Negotiating Committee/
Discussion/Possible Action
 - 1. Appointment of a Commission member to the negotiating team, either Dan Heim or Burt Bushke will be the Utilities representative on the negotiating team. They will get together by phone tomorrow and let Ron know which it will be. Dan Heim is not in attendance tonight. Dennis Hintz will be the alternate if the assigned person can not make a scheduled meeting.

V. CONSTRUCTION PROJECTS

- A. Well #3 Radium Removal
 - 1. Progress Report/Discussion
 - a. Ron reminded the Commission that the latest test result was 1.55 pCi/L and that bid opening is December 20th at 1:00p.m. at the Water/Wastewater Treatment Plant. Plans may be picked up at MSA.

VI. WATER PROJECTS

- A. Director's Report/Discussion
 - 1. Well #2
 - a. We are still waiting for the air valve. Mark Throw emailed Ron today stating that the ship is still 12/21/12. Ron hopes the well will be full back on line prior to 1/1/13.
- B. System
 - 1. Discussed the abandonment of the 2 MPC private fire hydrants at the owner's request. The southern hydrant has been turned off at the valve and will be permanently bagged and the northern hydrant will have a locking device installed and be bagged.

VII. WASTEWATER PROJECTS

- A. Director's Report/Discussion
 - 1. WWTP raw sewage pump #2 went into fail last week. The failure was determined to be caused by a relay failure. A relay was ordered and has been installed, a spare relay was also ordered.
 - 2. Ron submitted comments on the DNR's Annual Inspection Report electronically to the DNR.
 - 3. Ron reported that he has finally received effluent temperature limits from the DNR. Ron emailed Doris Theile last week asking why November's number is so low, 51 degrees. There has been no response from Doris to date.
 - 4. The DNR has scheduled a meeting in regards to effluent phosphorus, suspended solids, and temperature limits for 12/17/12. This meeting is for all upper Rock River Wastewater Treatment Plants.

VIII. PERSONNEL

- A. Call Out Pay
 - 1. Discussion/Possible Recommendation
 - a. Employees have asked the City to consider installation of a minimum of 2 hour call out pay rather than 1 hours as they don't believe it is worth the effort to get out of bed in the middle of the

night for \$36 or \$20 after taxes. The item was discussed and found that the request does have merit, but the timing is poor as budgets have just recently been approved. No action was taken.

IX. 2013 WASTEWATER OPERATING BUDGET REVENUES AMENDMENT

A. Discussion/Possible Action

1. Ron explained that due to a computer error the projected 2012 revenue numbers were low and submitted revised numbers to the Commission. 2013 revenue budget increased from (0.02) % less than 2012 budget, to +3.28% of the 2012 budget. Motion to approve the amended revenue budget by Bushke, seconded by Del Ponte. Motion carried unanimously.

X. ADJOURNMENT

With no further business motion by Bushke, seconded by Del Ponte, to adjourn at 8:25 P.M. Motion carried unanimously.

Ronald A. Wellner
Director of Utilities