

**Utility Commission Meeting**  
**Wednesday, Sept 7, 2023**  
**6:00 PM at Utility Office Building**

Members Present: Robert Affeld, Ross Canniff, Dick Evans, Bart Coons, Dave Gratton, Alex Smudde, and Mayor Wegener

Members Absent: none

Also Present: Laurie Runyan, Sheri Scott

The meeting was called to order at 6:00 PM and roll call was taken. Motion by Canniff/Coons to approve the agenda. Motion carried 5-0.

Motion by Gratton/Evans to approve the minutes from the previous meetings. Motion carried 5-0.

**I. Public Appearances/Comments:**

1. Mike Peters from WPPI Energy – Provide update on the state of WPPI Energy. Mike is ill and rescheduled for December meeting.
2. Sheri Scott from MSA – Provide update on changes to WWTP Upgrade. Costs of extra submittals from Staab will be withheld from their retainage at end of project. Sheri explained the change orders to-date; the Mayor remarked that item 4 of CO #2 should have been MSA's responsibility being that the specs for that item were not listed correctly, and the contractor had to add more wiring. Change Order #3 is in progress. Monthly construction meetings are held the 3<sup>rd</sup> Thursday at 10 AM.

**II. Monthly Business:**

- A. Approve Vouchers and Checks. Motion by Canniff/Gratton to approve payment of WPPI Invoice for \$369,480.50 and checks of \$634,625.45. Motion carried 5-0. The Mayor noted that the description of "lodging/meal/mileage reimbursement" on the check to him for \$60 was actually for reimbursement of a renter's delinquent utility charges received through collections.
- B. Review Prior Month Income Statement.
- C. Council Acts Affecting Utility. None.
- D. Consumption Loss. Updated calculations on Sewer section.
- E. Review Totals of Delinquent Customers. Still have 6 disconnections from earlier this summer, properties are vacant.

**III. Report of Officials:**

- A. Utility Accountant.
  1. Update on lead lateral issue at 521 E Oak. The total charge of this lateral replacement was covered by the DNR grant.
  2. Review Utility cash and Sensient payments. Sensient is current with their payments for the CWF loan reimbursement, those funds will be used for making our November interest payment.
  3. Review and discuss preliminary 2024 budget.

**IV. Electric Superintendent**

Nick Koch has been keeping busy, worked up a quote for the electric portion of installing cameras in the park.

V. Water/Wastewater Superintendent

1. Discuss and take action on change orders at WWTP (as presented by Sheri/MSA). Motion by Coons/Canniff to approve change order #2. Motion passes 4-1.
2. Discuss and take action on changes to Well #3 generator project. Specs on wiring were incorrect. The generator can be rewired, or we can change out the transformer. The Mayor said if there is an issue with the siren, they'll do something with the siren. Commission directs to change out transformer.
3. Discuss and take action on Wellhouse modifications for corrosion control and chlorine optimization. Commission directs to provide a list of properties that need public lead laterals replaced to get better budget figures in order to determine best action to take.
4. Project Update. Had American Leak Detection verify that the water on the roadway at Hwy 26 near Western Ave was not a water main break. Had a manhole on Fairfield Ave that was backed up, had city of Mayville clean that section of sewer, ran into many obstructions, we will send a letter to residents reminding them of what is flushable. On 8/17 Sensient had a series of spills on their production line causing major issues at the WWTP. They will be billed for all extra expenses along with severe surge penalties. Liftstation #1 pump was serviced. Klecker began installation of the new furnace at Well #3. Boring for natural gas lines to WWTP started, so far one resident said they'll be connecting to it; purchased a partial load of propane to use until the new HVAC system is installed. New operator started and is doing well and picking up on our daily activities. Received an offer to purchase our old propane tank when we are done with it, commission gives permission for Alex to sell it.

VI. President:

1. Motion by Affeld/Coons to Appoint Shane Donegon as Interim Electric Superintendent effective 8/15/23 at a wage increase of \$1.00/hr (as approved at 7/24/23 Special Utility Commission meeting). Motion 5-0.
2. Motion by Coons/Affeld to accept the resignation of Shane Donegon as Journeyman Lineman and remove his designation as Interim Electric Superintendent as of 9/8/23, and accept. Motion carried 5-0.
3. Motion by Canniff/Affeld to Approve the reinstatement of Nick Gahlman as Electric Superintendent to be effective Monday, September 18, 2023, per the terms of the offer letter from the Utility Commission. Motion carried 5-0.

Mayoral Comments: The City has been awarded the CBDG grant funds for the E. Oak St project for next year.

Old Business:

1. Take Action as Needed: From 7/24/23 Special Utility Commission meeting: "Wait until budget time to consider implementing new wage scale for WWTP employees." Motion by Coons/Gratton to implement variable increase scale effective 1/1/24 and to receive any COL increase in 2024. New operator Nicholas Pilsner will be moved to 6-month wage. Motion passes 4-1.

New Business:

Motion by Coons/Gratton to adjourn meeting at 8:23 pm. Motion carried 5-0.

Minutes recorded by: Laurie Runyan