



VILLAGE OF WAUSAUKEE
WATER & SEWER UTILITY COMMITTEE MEETING
*(Committee members: *Mack McKim, Randy Schmidt, and Kyle Stumbris)*
THURSDAY, SEPTEMBER 6, 2018
WAUSAUKEE VILLAGE HALL
428 HARRISON AVENUE

5:30 PM

MINUTES

1. Call to Order – Chairman Mack McKim called the meeting to order at 5:32 pm. Committee members in attendance were Randy Schmidt and Kyle Stumbris. Also present were President Hilbert Radtke, Clerk/Treasurer Sara Pullen, Public Works Supervisor Dennis Whitton, Jr., and WWTP Operator Jeff Mayou.
2. Pledge of Allegiance
3. Approval of Agenda – Schmidt made a motion seconded by Stumbris to approve the agenda as printed. Motion carried.
4. Discussion – 2019 Budget Workshop – Pullen provided the Committee with a list of items to be considered for the 2019 budget. The list included items that were tabled from previous budget years, items that were discussed in 2018 to be budgeted for 2019, and new expenditures as provided by W/S Department heads; tentative decisions made on these items are as follows:
 - a. Withdrawal from the Replacement Fund CD for the repair/replacement of WWTP equipment – The Committee will recommend withdrawing \$50,000 from the fund at maturity to be deposited into the money market at SNBT for the repair/replacement of the following in 2019 - 2020:
 - i. Original blower - \$2,100
 - ii. Entry mounted mixer for sludge tower - \$24,000
 - iii. LED dusk to dawn lights - \$1,500
 - iv. Rehab of the RAS pump - \$4,500
 - v. Auto transfer switch for generator - \$5,000
 - vi. Electrical upgrades to bring the WWTP to code - \$2,500
 - b. Curb stop replacement - \$5,000
 - c. Hydrant installation - \$13,000. This expenditure includes four new ISO valves at approximately \$750 each.
 - d. Water main breaks - \$5,000
 - e. Education and training - \$3,000
 - f. Meters - \$5,000. This expenditure includes:
 - i. 8 – ¾” meters @ \$120 each. All residential and commercial meter replacements will be completed by the end of 2018. However, suspended (water off) customers may request that their service be restored, and meter replacements would then be required. The Committee budgeted for an additional eight ¾” meters to be purchased if necessary.

- ii. 1 – 3” meter @ \$1,360. The Fire Department’s 2nd meter failed inspection and will need to be replaced.
 - iii. 1 – hydrant meter @ \$1,080.
 - iv. 2 – hydrant meter gate valves @ \$650 each.
 - g. Hand-held meter reading device - \$10,000
 - h. Radio read devices for meters without exterior touch pads - \$1,250 (10 @ \$125).
 - i. Creation of a well rehab inspection fund – Whitton informed the Committee that the well is subject to a full rehab inspection every 10 years. The last inspection was performed 4 years ago. The Committee would like to see \$1,500 put into a new fund to cover the upcoming expenditure.
 - j. Engineering fees - \$10,000. Pullen will call Cedar Corporation to determine the actual dollar amount remaining in the contract and report back to the Committee.
 - k. Testing services - \$1,465 water; \$1,700 sewer; RPZ backflow testing – unknown. One was recently tested, but the bill has not yet been received. Pullen will look for that bill and report her findings back to the Committee.
 - l. Lab Certification Fees - \$1,500
 - m. Annual equipment calibrations - \$450
 - n. Jetting sewers - \$8,000. Mayou stated that he will call Brice Harding to get a firm price.
 - o. Sewer rate increase – The Committee will recommend a 1% increase on both base rates and usage rates effective 1/1/19.
 - p. Raises – Pullen will create a working budget using a 3% wage rate increase.
 - q. E-billing software – The Committee will recommend purchase the e-billing interface for the Quikwater software at a cost of \$595 in 2018.
5. Adjourn – Schmidt made a motion seconded by Stumbris to adjourn the meeting at 7:26 pm. Motion carried.

Submitted by SP