



**VILLAGE OF WAUSAUKEE**  
**WATER & SEWER UTILITY COMMITTEE MEETING**  
*(Committee members: \*Mack McKim, Steve Stumbris, and Darryll Schmidt)*  
**MONDAY, SEPTEMBER 14, 2020**  
**WAUSAUKEE VILLAGE HALL**  
**428 HARRISON AVENUE**

**10:00 AM**

**MINUTES**

1. Call to Order – Chairman Mack McKim called the meeting to order at 10:09 am. Committee members in attendance were Steve Stumbris and Darryll Schmidt. Also present were Administrator/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 – 2021 Budget Workshop – Pullen provided the Committee with a list of items to be considered for the 2021 budget. The list included items that were tabled from previous budget years, items that were discussed in 2020 to be budgeted for 2021, and new expenditures as provided by W/S Department heads; tentative decisions made on these items are as follows:
  - a. Curb stop replacement - \$2,400
  - b. Hydrant installation - \$13,000. This expenditure includes four new ISO valves at approximately \$750 each. Whitton will get new quotes as these prices may have gone up since last quoted.
  - c. Water tower contract - \$15,038
  - d. Water main breaks - \$10,000
  - e. Education and training - \$1,500
  - f. Creation of a Meter Replacement Fund - \$5,000. Per the WI PSC, meters need to be replaced every 20 years. Meter replacements will need to begin again in 2034 with an estimated cost of \$60,000.
  - g. Creation of a well rehab inspection fund – Wells are subject to a full rehab inspection every 10 years. The last inspection on well #3 was performed 6 years ago. The Committee would like to see \$2,000 put into a new fund to cover the upcoming expenditure.
  - h. SWDL payment for construction of well #4 – Pullen emailed Cedar Corp to see when the loan payments would start for the new well if construction is finished in 2021. She will report back to the Committee once she receives her answer. Pullen stated that there is 2 years left on the STFL (payments of \$102,208.58 and \$102,232.93 respectively), so it's quite possible the utility will have to pay 2 loan payments in 2022 which may present an issue.
  - i. Testing services - \$1,500 water (estimated); RPZ backflow and meter testing – \$1,780. Sewer testing expense is not yet known. Mayou will meet with Pullen to figure out an estimated figure.

- j. Maintenance contracts for WWTP - Annual equipment calibrations - \$450; Televising sewers – Cost is not yet known.
- k. WWTP Repairs and Maintenance – 12 UV lamps and sleeves - \$2,100; brush assembly - \$1,000; 2 TB Woods variable pitch pulley - \$1,300.
- l. Sewer rate increase – The Committee will recommend a 1% increase on both base rates and usage rates effective 1/1/21.
- m. Main lift station – Main instrument panel - \$16,000; generator - \$200; misc. gauge upgrades to MIP - \$200; transfer switch – cost unknown.
- n. Rebuild jetter – This item is tabled until Mayou does further investigation into the root cause of the issue.
- o. Raises – The Committee set an arbitrary figure of 3% for the purpose of creating a working budget but agreed to refer the matter to the Personnel Committee.
- p. Private fire protection pump house – Whitton stated that Carfair would like to pass the alarm contract to the Village at a cost of \$1,095 per year. He also stated that the motherboard in the pump controller is malfunctioning and needs to be replaced. The cost to replace the motherboard is \$6,300, and a new controller is \$7,300. The Committee felt that replacing the motherboard in an outdated system was not a wise use of funds, and thus, will recommend replacing the entire pump controller.

In addition, a discussion took place regarding the financial responsibility of these repairs. Pullen explained that an agreement has never been made between the Village and Carfair (or any previous owner of said company), so there is no clear direction in this situation.

Pullen will contact the W/S Committee after additional estimates are received, the Personnel Committee has set raises, and Pullen creates a working budget.

- 5. Adjourn – Schmidt made a motion seconded by Stumbris to adjourn the meeting at 12:20 pm. Motion carried.

*Submitted by SP*