**Water & Sewer Commission Meeting August 28, 2023**

The Independence Water & Sewer Commission met on Monday, August 28, 2023 at the City Hall, 23688 Adams Street. The meeting was called to order at 6:15 pm by Tom Kloss. In attendance were Craig Konter, Richard Warner, Tom Kloss, Jason Ekern, Joe Galewski, Tiffany Bautch, Jenna Hubbard, and Jesse McPherson.

**Proof of Giving Public Notice**

Public notice was given.

**Approval of minutes – July 24, 2023**

Motion by Craig Konter to approve the minutes from the July 24th meeting as presented. Second by Jason Ekern, motion carried.

**Public Comments**

* Jenna Hubbard and Jesse McPherson, owner of Coffee Pot asked the board for an extension on her w/s bill for the building. Bring back to Next Meeting.

**Old Business:**

1. **Davy Engineering Operation Proposal Update**

Proposal summary from Davy Engineering is tentative Late September/October after final review is completed.

1. **Sewer Plant Roof Repairs**

Tranberg Roofing completed roof repair. New Spot opened after repair. Discussion was had to go back to Tranberg regarding the new spot.

1. **Sewer Ordinance Review**

Discussion was had regarding ordinances, grease trap cleaning, timelines, and interest rates. It was determined to have a Special W/S Ordinance Meeting Monday, September 18th at 6:15pm to review and update all water and sewer ordinances.

1. **Vehicle Fund Set-Up**

State of Minnesota return check of $75,256.79 was received and deposited. Due to w/s needing to schedule a payment plan to repay the city $152,618. Discussion on vehicle fund is on hold and will consider an equipment fund at a later time.

**New Business:**

1. **Delinquent Billing**

Notifications were posted at resident locations Monday, Auguster 28th.

1. **Rental Property Notification**

Public meeting regarding rental property utility and garbage can policy for rental property owners is planned for Wednesday, September 20th at 5:30pm in City Council Room. Notification packets sent to known rental properties within the City and post in newspaper.

1. **North Well Maintenance**

Bids requests for sealing the walls have been requested.

1. **Cooking Oil Notifications and Receptacles**

Discussion was had on grease trap details, policy, and standard review plans. Ordinance and policy review will be completed at a Special Ordinance and Policy Meeting on Monday, September 18th at 6:15pm.

Discussion was had to offer one-gallon jugs to City residents to dump cooking oil grease in and/or to take a replacement when dropping off used cooking grease container at the WWTF.

Motion by Richard Warner and seconded by Craig Konter to order three cases of one-gallon jugs for the WWTF for City residents to take for cooking oil grease. Motion carried.

1. **Greene Street Grease Problem**

Review of pictures and tracing summary of grease build up that was clogging sewer lines to Greene Street. Joe will review with property owners and follow up with grease trap report.

1. **Review of Chemical Spill**

High ammonia levels were found in the sewer plant causing issues suppling air to the sewer plant. Investigation was done; location of the facility that dumped the chemicals in the city sewer wad determined. Daft letter is started and will be sent to the facility regarding the issue. Request to have representatives from the facility join an upcoming w/s meeting to discuss solutions to the issue.

1. **Pump Inspection**

Minnesota Pumps did yearly pump inspection. All pumps are good besides lower 4th street pump 1 & 2. Costing assessment of different options weighing factors of completing a total replacement vs rebuilding in being looked into.

Review options at September meeting.

1. **Schooling / Test Update**

Joe- Class scheduled for September 12-13th with Test October 9th.

Kenny- Test scheduled October 9th

1. **Superintendent’s Report**

Nothing new to report

1. **Date for Future Meetings**

Monday, September 25, 2023 at 6:15 pm

**Special Future Meetings**

Ordinance and Policy Review- Monday, September 18th at 6:15pm

Landlord Informational Meeting- Monday, September 20th at 5:30pm

1. **Items for Next Month’s Meeting**

Extension Approval

Chemical Spill Review

Sewer Plan Roof Repair Update

Pump Inspection Update

Reimbursement Plan for City Funds

Equipment Fund

1. **Commissioner’s Comments**

There were no commissioners’ comments.

**Adjournment**

Tom Kloss adjourned the meeting at 8:55 pm.

Tiffany Bautch

City Clerk