**Water & Sewer Commission Meeting**

**February 27, 2020**

The Independence Water & Sewer Commission met on Thursday, February 27, 2020 at City Hall, 23688 Adams Street. The meeting was called to order at 6:17pm by Ben Sylla. Present were Chad Miemietz, Jason Ekern, Eli Castleberry, Joe Galewski, Jeff Nussbaum, Katie Jo Jerzak, Erin Delawalla, Tim Moritz, Attorney LaVerne Michalak, and Kari Pedersen.

**Minutes:**

Motion by Chad Miemietz and seconded by Jason Ekern to approve the minutes as presented from the January 27th meeting. Motion Carried.

**Old Business**

**Closed session pursuant to section 19.85 (1) (e) WI statutes for the purpose of deliberating and/or negotiating the purchase of public property, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session**

Motion by Chad Miemietz and seconded by Jason Ekern to enter closed session. Motion carried 3-0 at 6:19 with Jason Ekern, Chad Miemietz, and Ben Sylla voting Aye on a roll vote.

**Return to Open Session**

Motion by Chad Miemietz and seconded by Jason Ekern to return to Open Session. Motion Carried at 7:10pm.

**Potential Action from Closed Session Items-RES Contract**

Went over changes that the commission would like to see with the contract that was provided by RES. By the March 30th meeting, the Commission would like a cleaned-up copy of the revised contract and a sample document from the bonding company.

RES is still waiting for a response from the WIDNR on whether or not RES can be treated as a Professional Service or if it would need to be bid out.

Erin and Tim from RES and Attorney Michalak left at 7:51pm

\*The Commission would like RES put onto the City Council agenda so they are informed of the potential project.

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Motion by Chad Miemietz and seconded by Jason Ekern to reenter closed session. Motion carried 3-0 at 7:52 with Jason Ekern, Chad Miemietz, and Ben Sylla voting Aye on a roll vote.

**Return to Open Session**

Motion by Jason Ekern and seconded by Chad Miemietz to return to Open Session. Motion Carried at 8:23pm.

**Madison Street – Bid Review & Acceptance**

Bids were gone over and general discussion was had on the project. Motion by Chad Miemietz to recommend to the City Council the approval of the lowest bid that was submitted by Erickson Excavating contingent on their ability to obtain insurance and bonding. Motion Carried.

1. **Bob Runkel Water Freeze Issue**

Once awarded, Kari will get in contact with Bob to let him know that as part of the project, we will have Duane and Dave check for frost issue from the street throughout the right away and will put foam down as appropriate. If Bob would like to do more from the right away to his house, he will need to line up that work privately.

**WWTP Updates**

Nothing new, will re-evaluate capacity once maintenance items have been completed.

**Wastewater Treatment Facility Operational Assistance Contract**

Went over proposed agreement from SEH to have Gary Hanson and Katie Jo on site to provide Eli and Joe with Operational Assistance and operational daily checklist development.

Motion by Jason Ekern and seconded by Chad Miemietz to approve the proposed Task 1 with a fee of $16,600 and Task 2A, if needed, with a fee of $2,000. Motion Carried 3-0 with Ben Sylla, Jason Ekern, and Chad Miemietz voting Aye.

SEH confirmed that if Task 2 wasn’t used, it could be taken off at no charge.

**GIS Mapping -SEH Proposal**

Meeting with SEH on March 25th at 3:00pm

**Grease Trap Program**

Went over current ordinances pertaining to grease control and discharge.

A dumpster will be placed at the WWTP for city residents to dispose of their grease at no charge. The commission would like Kari to send a letter to all private users and all commercial users explaining the issues that we are having, the protocol that needs to be followed, and the inspections that will be done.

N**ew Business**

**DNR Notice of Non-Compliance**

Went over the notice that was received from the DNR for non-compliance and what is being done to become compliant. Eli and Joe are sending numbers to Hawkins to get the proper ferric dosage to help bring the copper numbers down into compliance.

**Revenues & Expenses**

General discussion

**Training**

Tom is taking a groundwater & distribution class to help prepare him for his upcoming tests.

Kari is taking a Utility Management class on Tuesday that is being put on by Rural Water.

**Superintendent’s Report**

Nothing to Report.

**Date & Items for Next Month’s Meeting**

Monday, March 30th at 6:15pm

* Madison Street Project
* RES Contract
* WWTP Update/Maintenance Report
* DNR Non-Compliance-Copper
* Rev/Exp
* Training

**Commissioner’s Comments**

Ben would like an updated Water & Sewer Audit Statement when it becomes available.

Motion was made by Chad Miemietz and seconded by Jason Ekern for adjournment. Motion Carried at 9:21pm

Kari Pedersen

Deputy City Clerk