

## MINUTES OF MEETING MAY 8, 2019

President Schreiner called the meeting to order at 6:30 p.m. Roll call was taken with all Trustees present

Visitors present were: Pat Morrow of MSA, Tom & Angelisa Olson, Hal Swenson and Don Watson of the Star News.

Moved by Van Hecker, seconded by Buksa to approve the minutes from the previous meeting as printed. Motion carried.

### TREASURERS REPORT

Tax Account	\$ 136,548.42
General Fund	\$ 509,295.65
Water Operations Fund	\$ 159,087.88
Water Redemption Fund	\$ 14,012.30
Water Depreciation Fund	\$ 7,932.44
Water Equipment Replacement Fund	\$ 22,827.13
Sewer Operations Fund	\$ 150,343.10
Sewer Redemption Fund	\$ 271,554.00
Sewer Depreciation Fund	\$ 11,937.94
Sewer Equipment Replacement Fund	<u>\$ 112,389.41</u>
	\$ 1,395,928.27

### GENERAL BILLS PAID APRIL, 2019

#### Checks Number

-	Great West	200.00
8650	Xcel Energy	3,079.30
8651	R.L. Water & Sewer Utilities	1,113.73
8652	Jt. R.L. Area Fire Commission	3,625.00
8653	T.C. Hwy Dept.	123.03
8654	T.C. Treas.	27.56
8655	Jerrys Computer	137.48
8656	Audrey Noland	176.66
8657	Danielle Fornal	716.07
8658	Elizabeth Kauer	174.27
8659	SuAnn Johnson	324.92
8660	William Eisner	399.41
8661	Exxon Mobil	1,398.76

-	WI Dept. of Revenue	745.39
-	IRS	1,475.56
8662	Mannmade Pizza	50.20
-	IRS	301.44
8663	Hawkins Ash CPA's	2,405.00
8664	Medford Co-op	274.85
-	WI Retirement System	2,373.90
8665	Schmiege Graff Law Office	232.75
8666	Christensen Services	300.00
8667	Security Health Plan	5,583.28
8668	Frontier	139.84
8669	Unemployment Ins.	10.52
8670	Medford Motors	5.00
8671	Advanced Disposal	2,680.56
8672	Cintas	517.19
8673	R.L. True Value	167.97
8674	Zarnoth Brushworks	274.00
8675	Advance Auto Parts	155.99
8676	3P Administrators	112.50
-	Great West	200.00
8677	Clifford Mann	1,847.00
8678	George Tesch	1,847.00
8679	John Buksa	1,847.00
8680	Keith Hanke	1,847.00
8681	Russ Bullis	1,847.00
8682	Vernell VanHecker	1,539.16
8683	William Schreiner	2,770.50
8684	Dan Koehler	408.42
8685	Dawn Swenson	1,131.94
8686	Hunter Bernitt	1,063.79
8687	Krista Blomberg	451.74
8688	Tamara Blomberg	783.98
8689	Tammy Mann	203.58

8690	Thomas Olson	1,111.97
8691	Cardmember Service	365.20
8692	Hawkins Ash CPAs	1,250.00
8693	WI Dept. of Justice-Time	48.00
-	IRS	3,770.26
8694	UW Extension	35.00
8695	Verizon	248.54
8696	T.C. Treasurer	100.00
8697	Kathryn Droste	25.00
8698	Linda Newman	25.00
8699	Dan Koehler	808.59
8700	Dawn Swenson	1,131.93
8701	Hunter Bernitt	1,063.80
8702	Krista Blomberg	402.83
8703	Tamara Blomberg	750.33
8704	Tammy Mann	62.13
8705	Thomas Olson	1,111.97
8706	Bauernfeind	259.23
8707	Superior Chemical Corp.	637.60
-	Great West	200.00
-	IRS	1,628.24

**GENERAL RECEIPTS APRIL, 2019**

**Receipt Number**

7602	State of WI	11,451.25
7603	Fred Piette Co., Inc.	460.73
7604	Customer Accts.	1,422.20
7605	Taylor Co. Treasurer	8,252.31
7606	R.L. Homes	323.74
7607	Customer Accts.	1,184.34
7608	T.C. Treasurer	300.00
7609	Customer Accts.	1,261.20
7610	Kathryn Droste	75.00
7611	Quality Mechanical, Inc.	108.00

7612	Linda Newman	75.00
7613	Customer Accts.	1,761.10
7614	Dave Marcis	283.00
7615	Enter-Enter, LLC	283.00
7616	Medford Co-op	80.00
7617	Rib Waters Inn	24.49
7618	Customer Accts.	454.19

**WATER BILLS PAID APRIL, 2019**

**Check Number**

8762	Core & Main	89.76
8763	Hawkins Ash CPA's	1,265.00
8764	AgSource	196.00
8765	Klingbeil Lumber Co.	83.98
8766	R.L. True Value	26.77
8767	Xcel Energy	822.43
8768	Cardmember Service	67.12
8769	Hawkins Ash CPAs	425.00
8770	WI Environmental Improvement Fund	19,531.25
8771	Rebeccah Hopkins	195.90

**WATER RECEIPTS APRIL, 2019**

**Receipt Number**

1722	Customer Accts.	3,837.16
1723	Customer Accts.	3,866.15
1724	Customer Accts.	8,814.87
1725	Customer Accts.	6,428.85
1726	Rebeccah Hopkins	195.90
1727	Customer Accts.	1,822.62

**SEWER BILLS PAID APRIL, 2019**

**Check Number**

4951	R.L. Water Utility	291.53
4952	R.L. Sewer Redemption Fund	16,710.00
4953	Sewer Equipment Replacement Fund	31,537.00
4954	Hawkins Ash CPAs	1,265.00

4955	Hawkins, Inc.	2,170.85
4956	AgSource	786.00
4957	Hawkins Ash CPA's	425.00
4958	Xcel Energy	2,017.58
4959	WI Environmental Fund	116,552.79
4960	Verizon	64.50

**SEWER RECEIPTS APRIL, 2019**

**Receipt Number**

1492	Customer Accts.	10,680.56
1493	Customer Accts.	9,269.98
1494	Customer Accts.	18,089.40
1495	Sewer Redemption	118,654.18
1496	Customer Accts.	18,324.61
1497	Customer Accts.	3,851.54

Moved by Mann, seconded by Tesch to accept the Treasurers Report as printed and pay all bills submitted. Motion carried.

There were no comments from the citizens present.

Pat Morrow presented the following update regarding the Sewer Plant project.

**WWTF, INTERCEPTOR & COLLECTION SYSTEM IMPROVEMENTS  
UPDATE ON WWTF CONSTRUCTION**

Staab has been back to the site this spring and begun wrapping things up. Systems integration, startup, and training have been completed, and 6-month startup review meetings are being scheduled. Overall things are operating well, though peak flows this spring have been quite high and flows on April 17 (following a 3.7 inch rain event on April 14), with high groundwater tables, required both raw wastewater pumps to operate for a period of about 6 hours. The sustained peak hourly flow on that day was approximately 575 gpm based upon our review of the influent and effluent flow data from SCADA for that time period. The maximum rated flow for one raw wastewater pump is about 520 gpm with the current impeller size. The maximum peak hourly rating for the final clarifier's surge capacity is 520 gpm. Pumping at these higher rates caused a partial washout of the clarifiers and a significant reduction in the MLSS of the aeration basins. Dan took remedial actions after the event (reduced sludge wasting) and the facility has bounced back and MLSS concentrations are back to normal.

MSA is nearly complete with the O&M Manual and Record Drawings are in progress. Automatic Systems has continued to assist with minor changes to the Plant SCADA system and reporting software. MSA has also been monitoring the WWTF performance and checking in remotely via the SCADA system and communicating with Dan Kohler and Tom Olson. Continued efforts include optimizing the chemical phosphorus treatment system.

MSA has been in contact with Tom Olson and Vernell Van Hecker regarding the purchase of other equipment items that were included in the project budget's "Miscellaneous" category. Recent discussion indicated that the Village is not interested in a storage pod, or new Vactor truck (larger jetter trucks will not fit in the Village's garage). Items considered for purchase will be prioritized

based on needs at the WWTF, and based on the items ability to be used for other operations of the Village's public works department. Currently, MSA is working with the DNR regarding the possibility of having a new truck added to the project as an eligible expense instead of a Vactor-type sewer truck.

Upcoming construction items for this spring include:

- Complete site restoration and finish remaining pipe insulating work, punchlist items, etc.
- Staab's price for having Jenson & Son do the saw cutting and asphalt paving around the manhole on Ella Street was included in the updated change for paving the two additional driveways at the WWTF.
- Last year the Change Order amount was \$11,443 and this year, it is \$10,508, including the Ella St. manhole work. This has been submitted to DNR for review and approval.
- Staab is currently on track to meet the Final Completion Deadline of June 30, 2019

#### **FISCAL SUSTAINABILITY PLAN, GIS / COLLECTION SYSTEM ASSET MANAGEMENT**

The Village has already, or will receive tablets shortly, which they will use to maintain the GIS system. Following receipt of the tablets, MSA will schedule training on how to use and maintain the GIS system. MSA has also been working on the Fiscal Sustainability Plan (FSP), which is a requirement of the Clean Water Fund Loan program. Included in this effort is updating the GIS system to include pipe condition ratings, and consequence of pipe failure ratings that were determined as a part of the FSP.

#### **PAY REQUESTS – STAAB CONSTRUCTION COMPANY**

Pay Request No. 21 was approved at last month's meeting, which brings the total amount billed by Staab Construction to \$4,310,946.00. This equates to approximately 95.9% of the current total construction contract amount. No additional pay requests have been submitted at this time.

#### **CHANGE ORDER NO. 4 - STAAB CONSTRUCTION COMPANY (POSSIBLE ACTION ITEM)**

Change Order No. 4 involves the additional cost of paving two driveways at the WWTF as well as the manhole on Ella Street. The amount of the Change Order is \$10,508. We are awaiting approval from DNR regarding these costs, and will discuss any updates at the meeting. There will also be an Allowance Adjusting Change Order that will be processed as part of the final pay request, which would be expected at the July or August meeting. This allowance adjustment will be a *decrease* to the contract with Staab in the amount of \$48,382.

A possible change order (no. 4) from Staab Construction Company involving the additional cost of paving two driveways at the WWTF as well as the manhole on Ella Street was discussed and considered for approval. Moved by Van Hecker, seconded by Tesch to approve the change order in the amount of \$10,508.

Motion carried.

An application by Tannery Creek Parkway for renewal of their 6-month Class B Beer License was presented to the Board. Moved by Mann, seconded by Hanke to approve the application and grant the license. Motion carried.

The following applications for renewal liquor licenses for the period ending June 30, 2020 were read to the Board for "publication" approvals.

#### **Class B Combination Liquor Licenses:**

Hanke's Little Bohemia, LLC

(Steve Hanke, Agent)

Camp 28 of Rib Lake, Inc.

(Donna Walbeck, Agent)

Drink Slingers Tavern, LLC (Michael Butson, Agent)  
Enter Enter LLC (Birds Nest) (Sandra Eppers, Agent)  
Northside Café LLC (Linda Pittman, Agent)

Moved by Bullis, seconded by Mann to approve the above applications for “publication”. Motion carried.

**Class A Combination Liquor Licenses:**

Ed’s IGA, Inc.	(Rodger Zondlo, Agent)	IGA Store
Medford Co-op, Inc.	(Andrew P. Stotka, Agent)	Cenex Station
Cynthia Hanke as individual		C & G Mini Mart

Moved by Tesch, seconded by Bullis to approve the above applications for publication. Motion carried.

Applications for Special Class B Picnic Licenses by Ice Age Committee and American Legion were read to the Board. Moved by Mann, seconded by Hanke to accept the applications and grant the licenses. Motion carried.

An application by Ted Eisner, for a temporary operator’s licenses was read to the Board. Moved by Van Hecker, seconded by Bullis to accept the applications and grant the licenses. Motion carried.

Applications for Operator’s licenses by Melissa Glamann, Chris Abear, Beverly Willms, Jacob Hollingsworth, Bradley Peterson, Regina Rottler, and Dilan Schneider for the period ending June 30, 2021 were read to the Board. Moved by Mann, seconded by Tesch to accept the applications and grant the licenses. Motion carried.

A request by Ben Stanfley of the Taylor County Highway Department to install a weather surveillance camera on the Library end of the building in order to better track weather throughout the county was discussed. Moved by Bullis, seconded by Tesch to approve the request. Motion carried.

The following bid was received for crack sealing:

Lakes Asphalt	1.22 per lb.	\$10,139.00 total
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Moved by Van Hecker, seconded by Buksa to accept the bid from Lakes Asphalt in the amount of \$10,139.00. Motion carried.

Moved by Van Hecker, seconded by Buksa to approve purchase of a 350 4-wheel drive dump truck at approximately \$49,000 for the Sewer Plant with water

paying 40% and Clean Water Fund grant paying 60% of the cost contingent on DNR approval. Motion carried.

A proposal from Steve’s Masonry in the amount of \$3,000 to repair the stone pillar that was damaged by the village snowplow was reviewed. A decision was tabled until further input from the Cemetery Association.

Moved by Tesch, seconded by Hanke to donate \$1,500.00 to the annual fireworks display with ½ cost coming from celebrations budget and ½ coming out of tourism funds. Motion carried.

Kim Peterson has agreed to fill the empty seat on the CDBG Committee. Moved by Van Hecker, seconded by Mann to approve the appointment of Kim Peterson to fill the vacancy on the CDBG Committee. Motion carried.

The Police Committee updated on the progress of cleaning in the Police Chief office and advertisements that were placed in publication for the position.

Moved by Buksa, seconded by Tesch to approve the following Board Committee appointments. Motion carried.

BOARD COMMITTEES 2019-2020

- STREETS.....VANHECKER (CHAIR), TESCH BULLIS
- UTILITIES.....VAN HECKER (CHAIR), TESCH, BULLIS
- SIDEWALKS.....BULLIS (CHAIR) BUKSA, HANKE
- FINANCE.....SCHREINER, SWENSON
- PERSONNEL..... (CHAIR), BULLIS, VANHECKER, MANN
- PARK, LAKE & REC.....TESCH (CHAIR), BUKSA, HANKE
- HEALTH, SOC. SERV. & SR.CITIZ.....TESCH (CHAIR), MANN
- IND. DEV. & BLDG & GROUNDS..... BUKSA (CHAIR) BULLIS, HANKE
- POLICE..... BULLIS (CHAIR) TESCH MANN,  
VAN HECKER
- LIBRARY.....MANN, SCHREINER (ALT)
- BOARD OF REVIEW.....SCHREINER (CHAIR), SWENSON, TESCH  
VAN HECKER, BULLIS, BUKSA (ALT)
  
- FIRE & RECYCLE COM..... BUKSA (CHAIR), HANKE, MANN
- WEED COMMISSIONER.....HANKE
- HOUSING AUTHORITY.....BUKSA
- PLAN COMMISSION .....BULLIS

Trustee Reports:



Tom- Discussed quotes for paving; fire hydrant on Kennedy needs replacing; water issue by the True Value

VanHecker - Valves need replacing by the nursing home and by Grubb's in the alley.

Schreiner – Meeting at Tannery Creek with the DNR and UW Ext. May 21<sup>st</sup> at 2:00.

Bullis – Drainage problem by Dan Flihs' due to snowmobiles packing down path; He attended Broadband meeting at the county.

Moved by Tesch, seconded by Van Hecker to adjourn the meeting at 8:30 p.m.  
Motion carried.

Dawn Swenson  
Village Clerk