

Chairman, Jeffery Flaws, called the Utility District meeting to order at 7:00 p.m.

Members Present: Jeff Flaws, Eugene Mayernick, John Reinbold, John Meyer and Neal Wiebelhaus

Also Present: Clerk Tamez; Henry Elling, Village Consultant; Steve Hanson and Jerry Taylor, SEH Engineers; Scott Hussinger, Building Inspector and Andrew Huss, ASI

Excused: Risa Kuhlman and Wolfgang Hemschik

Clerk Tamez noted that proper notice of this meeting had been posted in accordance with the open meeting laws of the State of Wisconsin.

PUBLIC COMMENTS

No comments were received.

APPROVAL OF MINUTES

Commission members approved the minutes of the Utility District #1 meeting of November 9, 2015 and December 7, 2015 and waived reading thereof on a motion by Commissioner Meyer, second by Commissioner Reinbold, passed.

SANITARY SEWER STATUS UPDATE—SEH ENGINEERS

Steve Hanson updated the Board on the Status of Phases 1 through 6. Work is progressing and we should have a go live date the week of January 12th. Phase I is closed. Phase II has minor restoration left. Phase III—almost all of the pipes have been installed, change order pending. Phase IV is in the final phases of being complete, they ran into some trouble with the culvert by the Brandybrook School building. A cost sharing plan is being worked out. Phase V—Pipe in ground and the Arquette well is drilled. Phase VI is nearly complete.

UPDATES FOR FINAL CONNECTION DATE AND TESTING OF PUMPS AND GEN SET

The possible startup date will be the week of January 12, 2016. Testing of pumps and the Gen Set are scheduled for the 2nd week in January.

CONTRACT FOR MAINTENANCE ON THE PUMPING STATION AND SYSTEM

Andrew Huss of ASI introduced himself and explained his background and experience. He signed a contract with the Village on December 7, 2015, to perform maintenance on the sewer.

CONTRACT WITH DIGGER'S HOTLINE

Maps have been sent to Digger's and approved. We will be finish the application and related documentation and forward it to them to become members.

CONTRACT TO PERFORM DIGGER’S HOTLINE LOCATES FOR THE VILLAGE OF WALES

Motion by Commissioner Mayernick to accept the engineer’s recommendation and approve the contract with Excel Underground, LLC to perform Digger’s Hotline locates for the Village of Wales in conjunction with the sanitary sewer lines and infrastructure, second by Commissioner Wiebelhaus, passed. The contract will be drafted, signed and will run through the end of 2016.

DISCUSSION: CONTRACT OR INTERNAL, METER READINGS

The Village is looking into cellular reading of the meters and will not need to hire an outside contractor to read the meters if that is the case. This agenda item will be readdressed if something changes.

CREATION OF A SANITARY SEWER ORDINANCE

The Village Attorney is working on this agenda and we will be addressing it at another meeting later this month.

DRAFT LETTER FOR CONNECTION TO SANITARY SEWER AND CHECKLIST

Members reviewed the draft letter and sample checklist. The letter is ready and will be sent out as soon as the sanitary sewer is operational. The checklist will be sent with the letter.

SPECIAL ASSESSMENT PROCESS

The Village Attorney is working on this agenda item.

MISCELLANEOUS ITEMS

1. Check with Attorney to see if we need to bid out the water meter purchase.
2. Finish sewer ordinance and special assessment procedure.
3. Modify connection letter for homes ready for meters.

ADJOURNMENT

The meeting adjourned at 8:51 p.m. on a motion by Commissioner Reinbold, second by Commissioner Mayernick, passed.

Submitted by:
Gail E. Tamez, Clerk