

CITY OF GILLETT
UTILITY COMMITTEE MEETING
Council Chambers – Municipal Building
150 N McKenzie Ave – Gillett, WI 54124
WEDNESDAY, NOVEMBER 16, 2016 – 5:30 PM
MINUTES

Chairman Mohr called the meeting to order at 6:00 pm.

Roll Call

Present: Alderpersons Nanette Mohr and Tod Anderson, Public committee members Ruth Spang and Louis Danielson. Terry Nelson was excused.

Also Present: Mayor William Pecha, Deputy Clerk Treasurer Chelsea Henkel, Utility Operator Robert Schroeder and Utility Engineer Sarah Nunn

Approval of Minutes – 10/10/2016

MOTION: Spang/Danielson

Motion to approve the 10/10/2016 minutes with the spelling correction.

Voice Vote: All voting aye – **MOTION CARRIED**

PUBLIC INPUT: Utility Operator Robert Schroeder informed the committee that he and his assistant operator passed their wastewater tests that are required by the Department of Natural Resources. He also informed the committee that a telephone pole was hit near Well House 1 and took out one of the three phases and lost a main drive due to the power surge. It is up and running and the incident was reported to our insurance.

DISCUSSION AND POSSIBLE ACTION ON ANY OR ALL OF THE FOLLOWING:

1. Discussion and possible action on approval of agenda.

MOTION: Anderson/Danielson

Motion to approve the agenda as presented.

Voice Vote: All voting aye – **MOTION CARRIED**

2. Financial Report – Presentation of financial information
 - a. Check Register for previous months- No Action.
 - b. Updated YTD Budget worksheet – No Action.

3. Discussion and possible action on increasing sewer rates.

It was discussed that the Utility has been running at a deficit for two years. We will be running at a deficit next year unless something is done to increase revenues. There will be another meeting on November 30, at 5:30pm to discuss this matter and make a decision.

4. Discussion and possible action on contract with Hydro Corp for 2017 cross connection control inspections.

The committee discussed Seneca's cross connection inspection issues. The cost to fix these issues is substantial and they asked for an extension of time to get it done. We will need a letter explaining why they are asking for an extension.

HydroCorp completed the 2016 cross connection inspections. They have prepared a 2017 schedule/quote

MOTION: Anderson/Danielson

Motion to approve HydroCorps 2017 Contract.

Roll Call Vote: All voting aye – **MOTION CARRIED**

5. Discussion and possible action on contract with Lynch & Associates for 2017 General Engineering Services
MOTION: Danielson/Spang
Motion to approve the 2017 Lynch and Associates contract, not to exceed \$10,000 for 2017 unless there is prior authorization.
Roll Call Vote: All voting aye – **MOTION CARRIED**
6. Discussion and possible action on setting date for public information meeting for 2017 and 2018 construction projects.-Leave lay until closer to construction date.
7. Discussion and possible action on funding for 2017 and 2018 projects
A USDA loan is more flexible than a DNR loan. The committee feels going with USDA would be the better route to take. Lynch and Associates would charge \$30,000 for completing the applications and completing the Right Of Way maps.
MOTION: Anderson/Danielson
Motion to apply for a loan through the United States Department of Agriculture (USDA) and authorize Lynch and Associates to move forward with the projects.
Roll Call Vote: All voting aye – **MOTION CARRIED**
8. Discussion and possible action on Seneca Pipeline- Seneca's project progress has slowed, they will start when the snowmobile trail closes. Leave lay.
9. Discussion and possible action on test wells.
The DNR will be copied in on our test monitoring results. This was approved last month and will proceed as planned. **(10/10/2016-MOTION: Danielson/Spang-Motion to go with Omni's proposal to test monitor well MW8, and piezometer2, and 4.-Voice Call Vote:** All voting aye– **MOTION CARRIED)**
10. Discussion and possible action on HWY 22 Project.
Lynch and Associates Engineer Sarah Nunn recommended we put our sanitary lines down the center of the road and water lines in the urban shoulder. Discussion was had on the urban shoulder widths and conflicts with the water and sewer lines in the urban shoulder with the electric poles. Leave lay.
11. Discussion and possible action on Fire Hydrant in Park.
Our insurance company recommended that this hydrant be dug up and inspected to make sure nothing else is damaged from being hit.
MOTION: Anderson/Spang
Motion to move forward with the project when DeGroot is in town for other repairs.
AMENDED MOTION: Anderson/Spang
Motion to move forward with the project when DeGroot is in town for other repairs or if the insurance company needs it done now, Utility will plan for DeGroot to come do the inspection as soon as possible.
Roll Vote: All voting aye – **MOTION CARRIED**
12. Discussion and possible action on sewer lateral at 329 E Washington Street
The sewer lateral freezes at this resident because of a shallow ditch. Utility will work with the citizen to see what can improve the service.
13. Set Next Meeting Date- Wednesday, November 30, 2016 at 5:30 pm.
14. Adjournment at 7:30 pm

Chelsea Henkel, Deputy Clerk Treasurer