The monthly water and sewer meeting was called to order by Glenn Woulf at 11:02 a.m.

Roll Call: Jim Karban, Aaron Patefield, Glenn Woulf, Nancy Stank and Lori Gross.

Also attending: None

***APPROVING/CORRECTING THE MINUTES OF THE LAST PRECEDING MEETING(S)***

With no additions or corrections to the August minutes, Nancy Stank motioned to approve, Jim Karban seconded the motion and it carried by all voting “aye” on a voice vote.

***MONTHLY PROGRESS REPORT***

**AARON’S REPORT:**

1. **Public Utilities Department Data**

 September 14, 2020

1. Public Utilities Department data (August 2020)

Water produced 2,582,000 gallons

Influent to wwtp 3,409,000 gallons

I/I problem 827,000 gallons

\*Plant Design flows 275,000 gallons per day

\*Peak Design flow 550,000 gallons per day

Avg. Coleman flow 110,000 gallons per day (*allocation 220,000gpd*)

Avg. Pound flow 34,000 gallons per day (*allocation 55,000gpd*)

Influent BOD 162 ppm

Effluent BOD 2 ppm *(permit limit 25 ppm)*

Influent TSS 167 ppm

Effluent TSS 4 ppm (*permit limit 30 ppm*)

 Pound BOD 209 ppm

 Pound TSS 213 ppm

 Ammonia .1 ppm (*permit limit 14ppm)*

 Phosphorus 0.15 ppm (permit limit 3.1 ppm)

 (2025 permit limit .42ppm

1. Well # 2 Radium removal practices

Installing flow off of artesian to front ditch

This will remove oldest water in the well column pipe

Will start gathering costs for preventive maintenance

 for budget in 2021

1. Water Main Flushing for fall 10/03/2020-10/04/2020

1. Sludge Hauling & Field Soil Test Due
2. Water Tower 5 year DNR required inspection Due

 Set up for 10/2/20

 This will be a dry tower inspection

***RECEIPT & REVIEW OF CORRESPONDENCE***

There was none.

***CITIZEN COMMENTS/CONCERNS***

***ACTION ITEMS***

**•Laptop for WWTP**: Quote for laptop came in at $739.98 with the Office 2019 Installed. Aaron did not receive computer yet so the bill is not going to be paid until next month. Discussion followed.

**•Water Rate Increase:** Motion by Jim Karban, seconded by Nancy Stank to go with the 1 rate increase instead of 3% and then the remainder in 10 months. Motion was voted on and carried.

•**Clean Ground Water and Well Water Webinar:** Discussion was on how important this webinar is for the board. Each board member can log in and take it on their own. No motion made.

***TREASURER’S REPORT***

The Treasurer’s Report was read by Jim Karban and is as follows:

BALANCES AS OF AUGUST 31, 2020:

General/Utility Checking Account (combined Checking) $ 220,481.53

General/Utility MM Account-Associated Bank (combined MM) $ 243,014.77

Utility Money Market Account-Peshtigo National Bank $ 396,881.12

Water Replacement Money Market Account $ 71,945.60

Sewer Replacement Money Market Account $ 92,905.63

***APPROVAL OF VOUCHERS***

 Since last utility meeting check numbers ranging from 29834-29906 were written in the amount of $23,478.22. In progress checks in the amount of $5,392.72 will be sent out today (September 14, 2020) A motion was made by Jim Karban to accept the treasurer’s report and approve the checks. Nancy Stank seconded the motion and it carried by all voting “aye” on a voice vote.

***REVIEW DELINQUENT UTILITY ACCOUNTS***

A delinquent utility account listing was distributed to each board member. They currently total $1,889.93.

With no further discussion, a motion was made to adjourn by Jim Karban and was seconded by Nancy Stank. It carried by all voting “aye” on a voice vote. The meeting adjourned at 11:38 a.m.

 Respectfully Submitted,

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Lori Gross, Utility Secretary/Treasurer