The monthly water and sewer meeting was called to order by Glenn Woulf at 11:00 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 September minutes, Jim Karban motioned to approve, Nancy Stank 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**

 October 12, 2020

1. Public Utilities Department data (September 2020)

Water produced 2,177,000 gallons

Influent to wwtp 2,826,000 gallons

I/I problem

\*Plant Design flows 275,000 gallons per day

\*Peak Design flow 550,000 gallons per day

Avg. Coleman flow 94,000 gallons per day (*allocation 220,000gpd*)

Avg. Pound flow 31,000 gallons per day (*allocation 55,000gpd*)

Influent BOD 201 ppm

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

Influent TSS 222 ppm

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

 Pound BOD 218 ppm

 Pound TSS 158 ppm

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

 Phosphorus 0.15 ppm (permit limit 3.1 ppm)

1. permit limit .42ppm)
2. Backup generator for Well #2 will be here and installed late October early November of this year.
3. Sludge hauling will start today, October 12, 2020
4. Flushing hydrants will take place on Wednesday October 21 and Thursday October 22 from 3:00am-6:00am.
5. Dry Inspection was completed the week of October 5, 2020. CTW completed the inspection and installed a water pressure transducer temporarily and it worked great. In action items will discuss/approve purchasing and installing permanently.

***RECEIPT & REVIEW OF CORRESPONDENCE***

There was none.

***CITIZEN COMMENTS/CONCERNS - None***

***ACTION ITEMS***

**•Discuss and possible action on purchase of pressure water system transducer**

Motion by Nancy Stank, seconded by Jim Karban to Purchase the pressure water system transducer from CTW in the amount of $550.00. Motion was voted on and it carried by all voting “aye” on a voice vote.

***TREASURER’S REPORT***

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

BALANCES AS OF SEPTEMBER 30, 2020:

General/Utility Checking Account (combined Checking) $ 195,903.27

General/Utility MM Account-Associated Bank (combined MM) $ 243,018.75

Utility Money Market Account-Peshtigo National Bank $ 397,027.91

Water Replacement Money Market Account $ 71,946.19

Sewer Replacement Money Market Account $ 92,906.39

***APPROVAL OF VOUCHERS***

 Since last utility meeting check numbers ranging from 29920-29962 were written in the amount of $5172.03. In progress checks in the amount of $8240.29 will be sent out today (October 12, 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 $1,690.68.

With no further discussion, a motion was made to adjourn by Jim Karban and was seconded by Lori Gross. It carried by all voting “aye” on a voice vote. The meeting adjourned at 11:15 a.m.

 Respectfully Submitted,

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Lori Gross, Utility Secretary/Treasurer