The monthly water and sewer meeting was called to order by Glenn Woulf at 11:00 a.m.

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

Also attending: Darren Olson, Dennis Gross, Scott Fuelle and a resident Brooke Smith

***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***

**DARREN’S REPORT**

SEPTEMBER 12, 2022

Public Utilities Department data (August 2022)

Water produced 3,837,000 gallons

Influent to WWTP 2,696,000 gallons (Coleman only)

I/I problem -1,141,000 gallons

\*Plant Design flows 275,000 gallons per day

\*Peak Design flow 550,000 gallons per day

Avg. Coleman flow 87,000 gallons per day (*allocation 220,000gpd*)

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

Influent BOD 145 ppm

Effluent BOD 141 ppm *(permit limit 25 ppm)*

Influent TSS 220 ppm

Effluent TSS 7 ppm (*permit limit 30 ppm*)

Pound BOD 128 ppm

Pound TSS 356 ppm

Ammonia .10 ppm (*permit limit 14ppm)*

Phosphorus .32 ppm (permit limit 3.1 ppm

Darren’s progress report updated the board on the Meter Bases. Mckenna and Jim have finished all meter heads. New cellular readings will take effect with the September billing.

UV Bulbs have been a problem the last year. Darren to look into fixing the old set or purchase a new set. Bring back costs to next board meeting.

The new Water meter heads have a battery life of 20 years. Darren posed the question should we start to budget now each year or maybe have fixed rate for each household based on number of people etc. Discussion only.

***RECEIPT & REVIEW OF CORRESPONDENCE-*** None

***CITIZEN COMMENTS/CONCERNS-***Brooke Smith a resident from Coleman was just curious about how the billing worked. She is new to the Village and was just “checking it out”.

***ACTION ITEMS:***

1. **Notice of Violation Decision** -A motion by Jim Karban, seconded by Lori Gross for the Water Dept. to inspect the business at 130 W. Main Street to see if the violation has been fixed. If not fixed by 3:00 pm Wednesday, September 14th a $500 citation will be issued and water turned off until the water tee before the meter is fixed. Motion was voted on and carried.
2. **Hydro-Corp Contract/shut-offs Pertaining to Cross Connections for Commercial-**Village received 5 shut-off notices from Hydro-Corp. Board discussed what should be done before shut-off. Dennis Gross, Public Works Supervisor will contact each business and find out why they did not complete the cross connections reported by Hydro-Corp. Tabled until next meeting**.**
3. **PFA Recovery Program-**Motion by Glenn Woulf to sign the PFA Recovery contract. He stated there is no cost to join and it is a needed contract. Motion was seconded by Jim Karban.

Motion was voted on and carried.

1. Acceptance of Retirement Letter-Motion by Jim Karban, seconded by Nancy Stank to accept the retirement of Glenn Woulf, effective October 1, 2022. Motion was voted on and carried.

***TREASURER’S REPORT***

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

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Village Operating Accts** | **Balance Forward** | **Deposits** | **Withdrawal** | **Ending Balance** |
|  |  |  |  |  |
| Gen.Checking-Water | $(1,052,091.10) | $ 3,462.32 | $ 24,177.20 | $(1,072,805.98) |
| Gen Checking-Sewer | $ 269,690.76 | $ 7,564.06 | $ 28,849.87 | $ 248,404.95 |
| Gen. MM-Water | $ 50,464.44 | $ 5.14 |  | $ 50,469.58 |
| Gen. MM Sewer | $ 142,200.13 | $ 8.55 |  | $ 142,208.68 |
| **TOTAL OPERATING FUND** |  |  |  | **$ (631,722.77)** |
|  |  |  |  |  |
|  |  |  |  |  |
| **Other Accounts** | **Balance Forward** | **Deposits** | **Withdrawal** | **Ending Balance** |
| Sewer Replacement MM | $ 150,929.57 | $ 6.08 | $ - | $ 150,935.65 |
| Water Replacement MM | $ 53,279.62 | $ 2.15 | $ | $ 53,281.77 |
| PNB-Utility MM | $ 299,214.56 | $ 148.38 | $ - | $ 299,362.94 |
| **OTHER ACCOUNTS TOTAL** |  |  |  | **$ 503,580.36** |
| **GRAND TOTAL** |  |  |  | **$ (128,142.41)** |

***APPROVAL OF VOUCHERS***

Since last utility meeting check numbers ranging from 31350-31418 were written in the amount of $51,253.84. A motion was made by Jim Karban to accept the treasurer’s report and approve the vouchers. Lori Gross seconded the motion and it carried by all voting “aye” on a voice vote.

***REVIEW DELINQUENT UTILITY ACCOUNTS***

Delinquent utility accounts for the month of August are $298.28 of which 2 customers that are not using water or sewer just the base fees which go on the tax roll each year in November.

With no further discussion, a motion was made to adjourn by Nancy Stank and was seconded by Jim Karban. It carried by all voting “aye” on a voice vote. The meeting adjourned at 11:41 a.m.

Respectfully Submitted,

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Lori Gross, Utility Secretary/Treasurer