

**CITY OF PITTSVILLE
WATER & SEWER COMMISSION
WEDNESDAY, OCTOBER 10, 2018**

The meeting was called to order at 5:00 p.m. by Chairperson John Becker.

Members present: Dave Soderberg, Deana Becker, Jerry Jensen and Michelle Abel
Also present: Paul Veldman, Utility Director; Todd Trader, MSA; Dale Nichols, Mayor

Motion by Jerry J. to approve the minutes of the September 12, 2018 meeting. Second by Michelle A. Motion carried.

Todd Trader presented and went through the attached MSA update. The City is doing an improvement project involving Monroe Street and First Avenue. He stated that both sewer and water were not in good condition on Monroe Street and that water could also use improvement on 1st Avenue up to the Founder's Cemetery. These are issues that could be taken into consideration in this project. Since upping the alum to 8 gallons, the phosphorus levels have decreased to the point where it is currently below 1.00. He is confident that 8 gallons is what is needed, and he can now start estimating how much the total costs will be for the year. He will present the Year 4 Phosphorus Report at the December meeting that will detail their recommendations for the future.

John reported that Dave Haupt is ready to do the search for a potential well site. It was decided that the search will be on Wednesday, October 17 starting at 2:00 p.m. Any member of the Commission is invited to go along. The search will be posted as per open meeting laws.

The attached leak adjustment request from Rob Schooley was presented and discussed. Since he had been in the hospital and unaware of the leak policy guidelines, he had not talked with a city employee. Motion by Dave Soderberg to not approve the leak adjustment request from Rob Schooley. Motion died for a lack of a second. More discussion followed. Motion by Michelle Abel to approve the leak adjustment request from Rob Schooley due to extenuating circumstances in this one instance. Second by Jerry J. Motion carried. The leak adjustment policy guidelines will be inserted in tax bills with a note to landlords to inform their renters of the policy.

The attached operational and quarterly pumpage reports were presented and discussed. With added costs pertaining to phosphorus, etc., John mentioned that the sewer department is not in good financial shape. A possible sewer rate increase will be on next month's agenda. He also mentioned that Peter Petersen was hired as the new Utility Director and plans are in motion to get him certified in wastewater this fall. We still need a certified Operator in Charge to sign DNR documents and John asked Paul to do that but compensation has not been discussed. This will be on the next agenda.

Motion by Jerry Jensen to approve payment of water vouchers #10315-#10336 and sewer vouchers #6662-#6677. Second by Deana Becker. Motion carried.

Motion by Deana Becker to adjourn. Second by Michelle Abel. Motion carried and the meeting was adjourned.

Submitted by Sue Shute
Deputy Clerk-Treasurer