

## Minutes of the Oconto Utility Commission held on June 5<sup>th</sup>, 2023

“Unapproved”

- 1.) Call meeting to order by Chairperson Vandenlangenberg @ 5:30 p.m.
- 2.) Roll Call: Members Present: Brian Vandenlangenberg, Ron Filz, Steve VanCampenhout, Butch Mehlberg, Utility Manager Matt Beekman, and Wastewater Operator in Charge Ben Thome.  
Also present: Utility Clerk Brea Bostedt and as recording secretary  
Members Excused: Earl Uhl
- 3.) Approval of Agenda: **Motion by VanCampenhout, second by Mehlberg to approve of the agenda as presented.**  

4 ayes M/C
- 4.) Approval of Meeting Minutes from 5/08/2023. **Motion by Filz, second by VanCampenhout to approve of the minutes from 5/08/2023 as presented.**  

4 ayes M/C
- 5.) Public Input: On May 26<sup>th</sup>, the water department received a call to install a water service and the cost for the temporary service at 116 Holtwood Way. On June 1<sup>st</sup>, Boehmer's contacted Utility Manager Matt Beekman for parts for the installation. On June 6<sup>th</sup>, the water service was installed. Matt contacted the DNR for clarification on the service provided given there is no sanitary installed. Upon discussion with two contacts from the DNR as long as the water is being contained within a holding tank and not discharged to the ground a permit would not be needed as of now. We are waiting for a response from a statewide coordinator currently out of the office regarding this unique situation for both the City and the DNR. A call was made to the owner to discuss the concern of the discharge of water once we made contact with the DNR and for our department to discuss the charges associated with the service.
- 6.) Correspondence:
  - a.) Electrical Costs: Everything is consistent and ordinary
  - b.) WWTP Flows: Everything is consistent and ordinary. FSO is doubling their leachate hauling from Mar-Oco landfill.
  - c.) Septic Hauler Comparison: Everything is consistent and ordinary-Waldvogel is still hauling leachate in from Saputo.
  - d.) Monthly Report: We are still in the process of installing new meters. The bi-annual flushing took place between May 22<sup>nd</sup>- 26<sup>th</sup>. After this, fire flow testing was performed to determine the static pressure at the hydrant.
  - e.) Hansen Ave Trailer Park Update: The owner of the Hansen Ave Trailer Park was in town and had a meeting with Utility Manager Matt Beekman and City Administrator Brittney Bickel. Within the next 3 weeks or so, we will be installing a meter pit and a 2 inch meter to service the newer part of the park.
  - f.) Bridge St – Sanitary Main Damaged-The sanitary main was damaged as a results of Intercon boring into the main. One home suffered some backup in their basement resulting in a plumber needing to be called and a one night stay in a hotel for that resident. Degroot came out to fix the damaged caused. We are waiting to get a reimbursement from Intercon for these charges.
- 7.) Discussion/Recommendation/Action on the Following:
  - a.) Approve pay request from Robert E. Lee & Associates in the amount of \$26,350.57 for WWTF Upgrades. **Motion by VanCampenhout, second by Mehlberg to approve invoice from Robert E. Lee & Associates in the amount of \$26,350.57 for WWTF Upgrades.**  

4 ayes M/C

- b.) Approval of invoice from WI DNR in the amount of \$7,096.60 for 2023 Environmental Fee. This is a budgeted item annually for the fee. **Motion by VanCampenhout, second by Fliz to approve invoice from WI DNR in the amount of \$7,096.60 for Environmental Fee.**

**4 ayes M/C**

- c.) Approval of invoice from Midwest Meters in the amount of \$64,800.00 for Utility Meters. **Motion by Filz, second by Mehlberg to approve invoice from Midwest Meters in the amount of \$64,800.00 for Utility Meters.**

- d.) Approval of invoice from FSO in the amount of \$8,371.20 for Spring Sludge Hauling. This is budgeted for each year. Another bill will be coming end of year for the fall sludge hauling **Motion by VanCampenhout, second by Filz to approve invoice from FSO in the amount of \$8,371.20 for Spring Sludge Hauling.**

**4 ayes M/C**

- e.) Fee Schedule for Utility Installation Permits. The utility installation permit prices have not been looked at or addressed for many years. The discussion consisted of whether they should be charged based on blocks or by the hour. The Utility Commission wants more information on pricing from other municipalities in the area to determine the best route for pricing. The topic will be revisited at the next meeting.

- 8.) Approval of Accounts Payable from March 28<sup>th</sup>, 2023 to May 31<sup>st</sup>, 2023 in the amount of \$234,775.90 **Motion by Mehlberg, second by VanCampenhout to approve of Accounts Payable from March 28<sup>th</sup>, 2023 to May 31<sup>st</sup>, 2023 in the amount of \$234,775.90.**

- 9.) Revenue & Expenditures Guidelines from 2023: Everything looks good. Nothing to note.

- 10.) Next Meeting Date & Time: July 10<sup>th</sup>, 2023 @ 5:00 p.m.

- 11.) Adjournment: **Motion by Mehlberg, second by VanCampenhout to adjourn @ 6:13 p.m.**

**4 ayes M/C**

Meeting minutes submitted by: Brea Bostedt, Utility Clerk