

MEETING MINUTES
WALDO WATER & SEWER UTILITY COMMISSION
MONDAY, NOVEMBER 11, 2019

1. President Gary Dekker called the meeting to order at 7:36. Present at the meeting were President Dekker, Trustees Jerry Hammarlund, Chris Madgwick and Mark Spitz. Trustee Mike Hintz was absent. Also present were Michelle Brecht, Bruce Neerhof, John Port and John VanEss.
2. President Dekker confirmed that the meeting was held in compliance with the Open Meetings Law.
3. The Minutes of the October 14, 2019 meeting were reviewed and approved after a motion by Mark Spitz and a second by Jerry Hammarlund. (The approved minutes were posted on the website, post office, Village Hall and bank on November 12th.)
4. The Utility Budget for 2020 was reviewed. Motion to approve budget as presented: Chris Madgwick. Seconded by Mark Spitz. Unanimously approved.
5. The contract for Operation and Management Services (OMS) was reviewed. Bruce Neerhof currently under contract for these services. The contract covers influent/effluent labs and Operator in Charge of the Utility Services. It is a 5 year agreement. The Operator in Charge portion of the contract show a 2.5-3% increase each year for the next 5 years. There is no increase in the lab charges. Motion of approve OMS contract as presented: Chris Madgwick. Seconded: Mark Spitz. Unanimously approved. President Dekker thanked Bruce for serving “above and beyond” in these roles.
6. Bruce Neerhof gave a report on utility operations and lab results. Graphs were shared. Of note with the labs was that the large rain flow lowered the phosphorus levels just by dilution. The following were covered with his general utility operations report:
 - All wastewater permit limits were met
 - GIS mapping of infrastructure started. GPS exact locations will be taken next summer.
 - Hydrants and valves exercised and checked
 - Fine Screen water system repairs continue
 - Flow sensor taken off of chemical feed system. The VFD and flow meter now control the chemical feeds.
 - Accountant has confirmed that the Memorial Hall private well ‘s abandonment is the financial responsibility of the Water Utility
7. The monthly vouchers were reviewed. Chris Madgwick made a motion to approve vouchers numbered 8675-8683 dated 11/12/19 for a total of \$7,780.61. Jerry Hammarlund seconded the motion. Approved.

The Treasurer’s Report included an explanation of the annual treatment of delinquent utility accounts. A 10% penalty worth \$1501.64 had been applied to these accounts on November 1st. On November 16th the remaining unpaid delinquent utility amounts will be taken off of the water and sewer “books” and put on the property owners’ tax bills.

Motion to approve the Treasurer’s Report dated 11/11/2019: Mark Spitz. Seconded: Jerry Hammarlund. Approved.
8. There was no correspondence to share.
9. There were no updates from Board members
10. Public Comment: Bruce Neerhof shared that he recently had a 4 hour DNR Lab Audit inspection of his private lab. This audit happens every three years. He passed.
11. Motion to adjourn: Mark Spitz. Seconded: Jerry Hammarlund. Adjourned at 8:15 p.m.