

**WALDO WATER & SEWER UTILITY BOARD
MEETING MINUTES FROM
MONDAY, MAY 12, 2025**

1. Call to order

President Travis Thomas called the meeting to order at 6:55 p.m. Trustees Jerome Hammarlund, Josh Behr and Dennis Reinemann were present. Trustee Mike Hintz was absent. Village staff present included Lisa Gillette (Clerk/Treasurer) and Operator-in-Charge Bruce Neerhof.

2. Certification of compliance with the open meetings law

The meeting was held in compliance with the Open Meetings Law.

3. Review/act on April 14, 2025, Utility Board meeting minutes

Trustee Reinemann motioned to approve the minutes of April 14, 2025, Utility Board meeting. Trustee Hammarlund seconded the motion. The motion carried.

4. Public Comment: None

5. Review/act on Replacement Pressure Tank

Operator-in-Charge Bruce Neerhof informed the Board that the existing pressure tank is not maintaining steady pressure, which is believed to be the cause of fluctuating water tower levels. He noted that the tank is likely original and in need of replacement. President Thomas moved to approve the replacement of the pressure tank and to accept the quote from Municipal Well & Pump in the amount of \$3,350. Trustee Hammarlund seconded the motion. Motion carried.

6. Review/Act on Utility Policy and Procedures

President Thomas addressed the Board regarding the importance of establishing a policy to manage delinquent utility accounts, emphasizing the need for the Village to act responsibly in managing its finances. He also noted that adopting a formal policy provides staff with clear procedures to follow, ensuring consistency and accountability. Trustee Hammarlund moved to approve the Utility Policy and Procedures. Trustee Behr seconded the motion. Motion carried.

7. Confirm Resolution 2025-07-Annual Results of the CMAR

Trustee Hammarlund motioned to confirm Resolution 2025-07 CMAR. President Thomas seconded the motion. The motion carried.

8. Report on Utility operations and lab results (April utility report):

- All effluent parameters met. Phosphorus remains under effluent limits. The flow was high enough that no water was added to the head end of the septic tanks.
- The new effluent sampler controller has been returned. Credit was given for a different new Hach sampler.
- Hwy 57 manhole repair update. Talked to Brett Healy. Will schedule it as soon as it is a little drier.
- The annual Waldo Operational Evaluation Report for phosphorous has been submitted. It is a requirement in WPEDS. Waiting for the DNR to respond.
- Energenecs calibrated the mag meter at the pumphouse per PSC code. They also checked the water tower parameters on the PLC while they were there.
- The pulse board is out on the Mission unit. A new one is being sent under warranty.
- The 2024 Consumer Confidence Report (CCR) was completed and certified.
- There is extremely high-water usage at the house next to the service station on Hwy 57.

9. Review and approve monthly vouchers and Treasurer's report:

- a. Trustee Hammarlund motioned to approve paying vouchers 9360-9369 in the amount of \$22,285.67. Trustee Reinemann seconded the motion. The motion carried.
- b. President Thomas motioned to approve April Treasurer's report as presented. Trustee Hammarlund seconded the motion. The motion carried.

10. Correspondence: None

11. Updates from board members:

President Thomas informed the Board that during the State Highway 28 construction project, two broken cast iron inlet frames were discovered—likely damaged by a snowplow during the winter. These components needed to be replaced prior to paving. Each item costs approximately \$1,600. The State initially indicated that Sheboygan County would order the replacements and bill the Village. However, after President Thomas contacted the County directly, he was informed that the County would cover the full cost. The replacements have since been completed.

12. Adjourn:

The meeting adjourned at 7:35 p.m. with a motion from Trustee Hammarlund, seconded by Trustee Behr.

Respectfully submitted by,
Lisa Gillette-Clerk/Treasurer