

VILLAGE OF BIRON
451 KAHOUN ROAD, WISCONSIN RAPIDS, WI 54494

WATER UTILITY COMMITTEE MEETING MINUTES
January 30th, 2025 1:00 P.M.

Members Present: Jamie Biegel, Chairperson; Patty Gapen, Committee Member; Mark Honkomp excused

Others Present: Kayla Lumaye, Water Superintendent; Peggy Doughty, Utility Clerk

1. Chairperson Jamie Biegel called the meeting to order at 12:58 P.M.
2. **Discuss upcoming tower work**
Kayla stated the water tower is scheduled to be taken offline on April 15th to begin repairing it. The work is estimated to take four weeks to complete. System pressure will be maintained utilizing a variable frequency drive (VFD).
3. **Discuss watermain project during CTH U reconstruction**
Kayla discussed the need to relocate part of a watermain due to the addition of a retaining wall. The committee was concerned about the retaining wall's location and about public notification. The committee asked Kayla to contact Westwood to verify that the public is aware of this work being done.
4. **Discuss PSC letter about performing a conventional rate case study**
Peggy received a letter from the PSC stating that the water utility must apply for a conventional rate case study this year. Peggy asked the Village's auditor for assistance. The auditor can assist with the study at a fee ranging from \$6,500 to \$9,250. The auditor stated the village board will need to pass a resolution to initiate the application.

Motion Biegel, second Honkomp to utilize the auditors to complete the rate case study to be paid from the non-lapsing account with the stipulation on what the fee will be rather than a price range. Motion carried. The committee asked that a resolution is drafted and presented at the board meeting. The committee would like to add a notification to the newsletter to let the Village residents know this is happening. The committee asked Peggy or Kayla to verify if a simple rate case study must be done in addition to the conventional rate case study.
5. **Superintendent's report -**
Kayla stated Mark completed the water utility management training, but Jamie or Patty have not. This is necessary to obtain an extra 10 points on our safe drinking water loan application. Kayla stated that the fluoride meters sold for \$6 each on Wisconsin surplus.
6. **Set next meeting date and time**
The next meeting will be held on February 17th at 1:00 PM.

Motion to Adjourn: Jamie Biegel, second by: Mark Honkomp

Time: 1:27 p.m.

Minutes Respectfully Submitted by: Kayla Lumaye, Water Superintendent