



MINUTES

WATER & SEWER COMMITTEE
AMUNDSON COMMUNITY CENTER
200 SPRING ST., CAMBRIDGE, WI 53523
TUESDAY, DECEMBER 16, 2025, 5:30 PM

- 1. CALL TO ORDER:** Trustee Hollenbeck called the meeting to order at 5:30 p.m.
- 2. ROLL CALL:** Members Present – Trustee Hollenbeck, Steve Struss, and Ted Kumbier
Members Absent – Trustee Schulz and Mat Hughson
- 3. PROOF OF POSTING:** Confirmed - upper and lower levels of the Amundson Center, Cambridge Post Office, Badger Bank, Bank First, and the Village website.
- 4. PUBLIC COMMENT:** None.
- 5. APPROVAL OF BILLS:** Motion by Struss to pay the bills for December using DocuSign for approval. Seconded by Kubier. Motion carried by voice vote.
- 6. UNFINISHED BUSINESS – ACTION REQUIRED:**
 - A. An update was given regarding the status of the Rockdale Regionalization Agreement. The agreement has been signed by Rockdale and work will begin moving forward.
- 7. NEW BUSINESS:**
 - A. 206 Canterbury Court – Mary Kay Rodriguez: Utility Superintendent Blake Darnell spoke about the account. Committee decided to table the matter until the next meeting. Staff was asked to have Ms. Rodriguez present at the next meeting. The Committee needs to know which bill amount is being requested to change.
 - B. 425 Simonsen – Jim Polk: A request was made regarding the Water & Sewer bill for Mr. Polk. A motion was made by Struss to issue a refund for \$167.26. Kumbier seconded the motion. Approved by voice vote.
- 8. QUESTIONS, STAFF REFERRALS, AND FUTURE AGENDA TOPICS:**
 - A. A question was raised about why some Water & Sewer bills are showing as past due when payments are being made automatically to PSN our online payment vendor. Staff explained that they were running in to issues with getting the data entered into our accounting software to update the accounts.
 - B. A question was asked about the delay in getting the new generator for the Utilities. The grant paying for the generator is coming from the Federal Government and they seem to be behind.
 - C. Trustee Hollenbeck offered to assist Village Staff with data entry next week to clear up the billing issues.
 - D. A question regarding the payroll amount of Yessi Arce, Village Clerk/Deputy Treasure, was referred to the Personnel Committee
 - E. This was the last meeting for Water & Sewer Committee Member Ted Kubier.
- 9. ADJOURNMENT:** Trustee Hollenbeck made a motion to adjourn. The motion was seconded by Ted Kumbier.

Motion was unanimously approved on a voice vote.

Meeting adjourned at 5:56 p.m.

Respectfully submitted by Brian Wilson, Village Clerk/Treasurer.

Approved by the Water & Sewer Committee on January 20, 2026.