



MINUTES

WATER & SEWER COMMITTEE AMUNDSON COMMUNITY CENTER 200 SPRING ST., CAMBRIDGE, WI 53523 TUESDAY, JULY 21, 2026, 6:30 PM

1. CALL TO ORDER/ROLL CALL: President Hollenbeck called the meeting to order at 6:33 p.m.

Members Present – President Hollenbeck, Steve Struss, Mat Hughson, Trustee Sands, and Matt Dozois

Others –Chase Przybylski (MSA Professional Services), Utility Superintendent Blake Darnell, and Village Utility Clerk/Deputy Clerk Josie Stine

2. PROOF OF POSTING: Confirmed - Upper and Lower levels of the Amundson Center, Cambridge Post Office, Badger Bank, Bank First, and the Village website.

3. PUBLIC COMMENT: None

4. APPROVAL OF MINUTES:

Motion by Struss to approve the minutes of June 16, 2026. Second by Sands. Motion carried.

5. APPROVAL OF BILLS:

Motion by Dozois to approve the bills in the amount of less \$15,483.50 EU cost to COWC to hold aside for Capital portion to be determined for the fiscal year. Second by Hollenbeck. Motion carried on a roll call vote.

Yes – President Hollenbeck, Sands, and Dozois

No – Struss and Hughson

6. REPORTS

A. Utility Superintendent Report

- **Meter Program:** The meter change-out program is slowing due to low stock (approx. 35 meters left), with plans to save remaining stock for failures. A billing issue where 89 new meters failed to record reads for 2-3 months has been resolved by implementing a twice-monthly data refresh in the Census Analytics system.
- **Water Loss:** Water loss was 21% last year (down from 26%). To further reduce this, 15-18 large commercial meters will be tested and recalibrated/replaced. Flow meters at well houses also need recalibration.
- **Well Maintenance:** The pre-chlorination pump at well two is malfunctioning; a representative from William Reed will visit on July 22, 2026, to assist. A proposal from Municipal Well and Pump for maintenance on well two (including televising and a pump test) was discussed. If the work is budgeted and under \$5,000, it can proceed; otherwise, it requires a formal quote and future approval.
- **Final Project Payment:** A final payment of \$47,037.98 for the Well Number Two generator project was unanimously approved, as all work is complete.
- **Water Leak Detection:** A potential large water leak on Highway 18 was investigated by a detection company, which found no major leak there. A curb box on Jefferson showed intermittent water intrusion with chlorine present, confirming it is system water. The leak's source remains unidentified.
- **Compliance Reporting:** The annual CMAR report was completed and approved. Most yearly water samples are collected, with a PFAS sample pending in December.

- **Sewer Odor Complaints:** No recent complaints from the Art Hub. A resident at 149–159 West Maine will be directed to the building inspector to rule out plumbing issues after utility mains tested negative for hydrogen sulfide. Chemical dosing levels will be reviewed to optimize cost and effectiveness.
- **Stormwater Infrastructure:** The storm culvert on West Madison is hollow underneath and at risk of failure. Several catch basins on Verberg also need repair. A plan to address these issues will be presented at the next meeting.
- **Lift Station Maintenance:** Preventative maintenance for both lift stations has been scheduled with Sable Mechanical.
- **Rockdale Regionalization:** Hydrogen sulfide tests in the mains were negative. Rockdale is dosing with calcium nitrate and using 24/7 aeration to control odor. The radio at the Rockdale flow meter is incompatible with the village's system; for now, readings are transmitted manually via a timestamped photo.
- **Bulk Water Station:** Construction is moving forward, largely funded by Blattner. A site walkthrough is scheduled for July 27, 2026, with a target groundbreaking in mid-September. The system will be cloud-based with backflow prevention. A security camera will be installed.
- **Cross Connection Inspections:** Commercial certifications expire at the end of July. A plan and budget for required inspections will be discussed at the August meeting after evaluating potential vendors.
- **Public Works Hiring:** There is an urgent need to fill an open public works labor position. The Village Administrator and direct supervisor will lead the hiring process.
- **Curb Box Repairs:** Repairs were completed on Dale Court and Jefferson. A question remains about billing a resident on Dale Court for time spent accessing an obstructed curb box.

COWC REPORT

- An attorney was hired to revise the contract.
- **Wastewater Facilities Plan:** A facilities plan (estimated to take 6 months) is required before plant expansion or pursuing funding for phosphorus reduction. The primary phosphorus source is eroding streambanks, with remediation estimated at nearly \$500,000. Alternative, lower-cost solutions and a potential cost-share with Dane County Parks are being explored.

UTILITY CLERK REPORT

- 106 meters have been changed
- Issue of new meters that were installed and not showing reads for the past 2 months. Spoke to Jeff at Core & Main and he told me and showed how to refresh the Sensus system so that they will pick up a consumption read. Therefore, 89 customers had larger bills this month for consumption already used but not billed. Post was made on Facebook and website.
- 280 customers have signed up for online billing through PSN. Clerk has worked with them to get the default date to be the 16th of the month instead of the 1st. Post put on Facebook with gift certificate for the Market when we hit 300.
- Utility Clerk has signed up for an Excel class to begin in September. It will be 6 weeks.
- Clerk is signed up to receive emails from Wisclerks and in communication with other municipalities to assist with what can and vice versa. Village Administrator gave a goal starting in August to assist 1 a week to build repor between us and other municipalities.
- Grease traps-received proof from all but Keystone who said he would send when work is completed in July. Pizza Pit had it done in September of 2025.
- PFP charges start in August and will show up on September bills. Workhorse is aware and will be assisting.

BUDGET REPORT

- Committee asked Utility Clerk to verify miscellaneous Water & Sewer expenses. It was thought that these were from payments made to Marc's Auto.
- Committee also asked to have the "Stormwater Outside Engineering" expenses to verify what those were. Clerk will check with Treasurer.

7. NEW BUSINESS – ACTION REQUIRED

- a. Discussion and possible action of wastewater sampling of Dancing Goat Distillery
 - Struss explained that the COWC board needs to report
 - It was asked of the Clerk to locate the Dancing Goat Sampling Plan and send it to everyone to review.
 - It was also asked of Superintendent Darnell to keep a record of samples taken

No action was taken

- b. Discussion and possible action of Well #2 maintenance schedule
 - Superintendent Darnell provided a quote for his recommendations of the maintenance plan and was told that if it is under \$5000 there was no need to be approved by this committee.

8. UNFINISHED BUSINESS – ACTION REQUIRED

This item was moved up to allow for Chase from MSA to leave after approved. This item was discussed after item 3 (Public Comment)

- a. Discussion and possible action for Well 2 Generator Final pay app
 - Chase Przbylski from MSA is present to answer any questions and discuss the pay app.
 - A motion was made by Dozois to pass the final pay app for Well 2 generator in the amount of \$47,037.98. The motion was seconded by Hughson. Motion passed unanimously by a voice vote.

9. QUESTIONS, STAFF REFERRALS, AND FUTURE AGENDA TOPICS:

- Was requested for Superintendent Darnell to add the Dancing Goats sampling to his report in the future.
- Follow up with Kris regarding Dancing Goats sampling.
- Follow up with Brian regarding miscellaneous W&S expenses
- Have Kris give attorney heads up for COWC contract.

10. ADJOURNMENT:

A motion to adjourn was made by Sands and seconded by Struss. Motion carried

Meeting adjourned at 8:16 p.m.

Respectfully submitted by Josie Stine/Utility, Clerk/Deputy Clerk

These minutes were approved by the Water & Sewer committee on 08/18/2026