

MINUTES

WATER & SEWER

TUESDAY – JANUARY 13, 2026 – 8:30 A.M.
COUNCIL CHAMBERS, MUNICIPAL BUILDING

Members present: Acting Chair Daniel Seymour, Robert Warren, and Gary Motkowski.

Members excused: Thomas Gryzwa and Fred Meintz.

Others Attending: Deputy Clerk-Treasurer Kathy Kennedy, Public Works Director Matt Decur, Parks & Recreation Director Lori Tonn, Kevin Wagner-Reukert & Mielke, Inc, Mitchell Peters-BPM Inc, and Emily Lang-BPM Inc.

Acting Chair Daniel Seymour called the meeting to order at 8:39 a.m.

Motion by Seymour and seconded by Warren to approve the agenda. Motion carried 3/0.

Minutes:

Motion by Motkowski and seconded by Warren to approve the minutes of December 9, 2025.

Motion carried 3/0.

Water & Sewer disbursements:

The disbursements for Water & Sewer were reviewed.

Communications:

A. Consider sewer credit request from BPM Inc Machine Room Account 01-00063-00.

Discussed and considered a letter from BPM Inc requesting a sewer credit for Machine Room Account 01-00063-00 due to a leak in an underground pipe. The water was released underground and not to the city sewers.

Motion by Seymour and seconded by Motkowski to approve a one-time sewer credit to BPM Inc for Machine Room Account 01-00063-00 in the amount of \$7,600.44. Motion carried 3/0.

Discuss/Consider U.S. EPA Water Cybersecurity Evaluation Program:

The State of Wisconsin, Department of Natural Resources recommends the city participate in the free U.S. EPA Water Cybersecurity Evaluation Program. The committee discussed and agree it could be beneficial to engage the EPA and have the assessment done. Public Works Director Matt Decur will request the cybersecurity assessment be done after upgrades to the system are completed.

Report from Ruekert & Mielke:

A. Wastewater Treatment Plant Facility Plan.

Kevin Wagner-Reukert & Mielke, Inc. reported that the Wastewater Treatment Plant Facility Plan for the overall improvement to the plant and the clarifiers has been submitted to the DNR for review. The DNR is requesting the inch diameter of pipe for the city. This information isn't generally known, so it is currently estimated, and that should be kept in mind for the future.

There was a difference in the population estimates. The comprehensive plan sent to the DNR expected the city to grow, but the DOA used the 2010-2020 growth for the city so they're projecting a decrease in population instead. Reukert & Mielke, Inc will push for the comprehensive plan population estimate, but the DNR may require the DOA estimate. This would make a significant difference in flow estimates which would affect inflow and infiltration, but would not affect the Clarifier Replacement Project.

B. Secondary Clarifier Replacement Project.

Kevin Wagner-Reukert & Mielke, Inc. reported that the plan, specifications, and application have been submitted to the DNR for the Secondary Clarifier Replacement Project.

The application was reviewed and the clarifier project scored 59%, but principal forgiveness ran out at 65%, so the city does not qualify for any principal forgiveness.

Kevin Wagner-Reukert & Mielke, Inc and Public Works Director Matt Decur will work on a plan to see if the project is funded by the city at full cost, what rate increase will be needed. They'll also look to see if it's possible to postpone the project and do rehab work on the system until the rate increase generates enough revenue to cover the project. The clarifier will continue to fail and the project should be done as soon possible so that there will not be a catastrophic failure. There is a secondary clarifier to be used in the meantime if absolutely necessary.

Alternative plans will be presented at the next committee meeting on how to move forward and what the rate impact will be for those plans.

Utility Report by Public Works:

Water Utility

- Energenecs replaced failed VFD at Well 4.
- Pumped from Well 3 throughout the holidays.
- Service Line Inventory updated are being done as are required by the DNR to identify lead lines.

Wastewater Treatment Plant & Sewer Utility

- Main Lift Station maintenance & repairs are being done.
- Aeration blower motor installation and maintenance are complete.
- Advanced Operator Certification Application for Vorpahl submitted.

Other matters:

Set future meeting(s):

The next Water & Sewer meeting was scheduled for Tuesday, February 10, 2026 at 8:30 a.m.

Motion by Motkowski and seconded by Warren to adjourn at 8:53 a.m. Motion carried 3/0.

Kathy Kennedy
Deputy Clerk-Treasurer