

MINUTES

WATER & SEWER

TUESDAY – JUNE 9, 2026 – 8:30 A.M.

COUNCIL CHAMBERS, MUNICIPAL BUILDING

Members present: Chair Daniel Seymour, Thomas Gryzwa, Fred Meintz, Robert Warren, and Gary Motkowski.

Others Attending: Mayor Katie Berman, Clerk-Treasurer Tammy Kasal, Deputy Clerk-Treasurer Kathy Kennedy, and Public Works Director Matt Decur.

Chair Seymour called the meeting to order at 8:30 a.m.

Motion by Seymour and seconded by Gryzwa to approve the agenda. Motion carried 5/0.

Minutes:

Motion by Meintz and seconded by Warren to approve the minutes of May 12, 2026. Motion carried 5/0.

Water & Sewer disbursements:

The disbursements for Water & Sewer were reviewed.

Communications:

Discuss/consider WWTP Operator job description, progression, and wage schedule:

Public Works Director Matt Decur outlined the proposed WWTP Operator job description, employee progression plan, and wage schedule. Following discussion, the committee expressed support for the suggested job description and progression structure, subject to review and consideration by the Personnel Committee.

Discuss/consider changes to 2026 2nd Level WWTP Operator wage:

Public Works Director Matt Decur presented the proposed 2026 Second-Level WWTP Operator wage. Discussion was held regarding Operator wages. The matter was referred to the Personnel Committee for review and consideration.

Discuss/consider internal posting for Wastewater Treatment Plant Lead Operator / Operator in Charge:

Discussion was held regarding the internal posting for the Wastewater Treatment Plant Lead Operator / Operator in Charge position. The committee concurred with Public Works Director Matt Decur's recommendation to post the position internally on July 8, 2026, in anticipation of the upcoming retirement of the current Lead Operator.

Discuss/consider Compliance Maintenance Annual Report (CMAR) Resolution:

Resolution WS-2026-01 Compliance Maintenance Annual Report (CMAR) Resolution was reviewed and discussed.

Motion by Gryzwa and seconded by Meintz to approve Resolution WS-2026-01 Compliance Maintenance Annual Report (CMAR) Resolution. Motion carried 5/0.

Discuss/consider Sewer Rate Ordinance:

The Sewer Rate Ordinance was reviewed and discussed. The committee directed that the ordinance be drafted and reviewed by the City Attorney for approval.

Report from Ruekert & Mielke:

A. Discuss Clarifier Replacement Project.

Public Works Director Matt Decur has been working with Ruekert & Mielke, Inc. on the Clarifier Replacement Project.

- Bid Opening: July 6, 2026
- Water & Sewer Committee Bid Review – July 14, 2026
- Contract Award: August 5, 2026
- Executed Contract: August 2026
- Loan Closing: October 2026
- Construction Start Date: October/November 2026
- Construction Completion Date: November/December 2027

Discuss/consider Cross Connection Control Services from HydroCorp:

Discussion was held on cross-connection control services provided by HydroCorp. Public Works Director Matt Decur presented information on the services offered and the projected fees associated with the program. The committee reviewed and discussed the information presented.

Utility Report by Public Works:Water Utility

- Spring water main flushing continues Thursday nights through July.
- Continuing meter installation and out-of-order meter replacements.
- Lawn meters are available for pickup at City Hall.

Wastewater Treatment Plant (WWTP) & Sewer Utility

- Transitioned to Summer aeration basin.
- Cleaning Winter aeration basin.
- Chlorinating effluent began May 1.

Other matters:Set future meeting(s):

A. Discuss August Water & Sewer Meeting.

Partisan Primary Election is Tuesday, August 11, 2026. Tentative schedule for August meeting is Thursday, August 13, 2026.

The next Water & Sewer meeting was scheduled for Tuesday, July 14, 2026 at 8:30 a.m.

Motion by Gryzwa and seconded by Warren to adjourn at 8:50 a.m. Motion carried 5/0.

Kathy Kennedy
Deputy Clerk-Treasurer