

MINUTES

WATER & SEWER

TUESDAY – SEPTEMBER 15, 2026 – 8:30 A.M.
COUNCIL CHAMBERS, MUNICIPAL BUILDING

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

Members excused: Gary Motkowski.

Others Attending: Mayor Katie Berman, Clerk-Treasurer Kathy Kennedy, Mark Madden, Rich Sparks, Jason Stibbe, Kevin Wagner-Ruekert & Mielke, Inc., Don Heikkila-Ruekert & Mielke, Inc., Teal Spellman-Cedar Corporation, Nicole Barbiaux-Cedar Corporation, and Shena Chapman.

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 4/0.

Minutes:

Motion by Warren and seconded by Meintz to approve the minutes of August 13, 2026. Motion carried 4/0.

Water & Sewer disbursements:

The disbursements for Water & Sewer were reviewed.

Communications:

Discuss/consider PFOS Minimization Plan:

Don Heikkila-Ruekert & Mielke, Inc. presented the PFOS Minimization Plan prepared using the DNR template. Historical sampling and changes in local industries were reviewed. Results may reflect seasonal trends and hauled waste. Planned actions include collection system sampling, targeted follow-up sampling, public outreach, annual reporting, addressing newly identified sources, and possible future revisions to the sewer use ordinance.

Motion by Seymour and seconded by Gryzwa to approve submission of the PFOS Minimization Plan to the DNR. Motion carried 4/0.

Discuss/consider limiting acceptance of sludge from outside haulers:

The Committee discussed limiting the acceptance of hauled waste from outside haulers and the recent temporary suspension used to evaluate treatment impacts and PFAS test results. The item will be revisited at the next meeting after the test results are received.

Discuss/consider HYDROCOP Cross-Connection Control Program:

HYDROCOP gave a presentation of their Cross-Connection Control Program. Services would include scheduling, inspections, recordkeeping, DNR compliance, and photographs that may also assist with lead service line verification. After discussion, a revised proposal with a shorter initial term and language requiring compliance with annual DNR inspection requirements will be presented at the next meeting.

Discuss/consider job cross-posting for WWTP operator with DPW vacancies:

The Committee discussed posting two Department of Public Works positions and cross-posting for a WWTP operator to address upcoming vacancies and staff transitions. The Personnel Committee will proceed with advertising and interviewing for the crew positions.

Discuss/consider GIS tools for water and sewer mapping:

Teal Spellman and Nicole Barbiaux from Cedar Corporation presented GIS options for water and sewer mapping. GIS would provide centralized digital mapping and records for utilities, service lines, hydrants, manholes, inspections, locates, capital planning, and DNR reporting. Ruekert & Mielke, Inc. and Cedar Corporation will prepare comparable proposals for further review at the next meeting.

Discuss/consider Capital Improvement Plan Review:

The Capital Improvement Plan was reviewed as part of the upcoming budget process. No major capital projects are anticipated for 2027; however, funding may be considered for design or studies. Future road projects should be coordinated with lead service line work and storm, water, and sewer needs. The plan will continue to be updated as priorities and funding are identified.

Discuss/consider Lead-Copper Service Rule Update:

The Committee received an update on Lead and Copper Service Line Rule requirements. The City has approximately 1,000 service lines with unknown materials. The DNR is expected to require 30 percent of unknown services to be verified by 2030, with all unknowns identified and lead service lines addressed by 2037. Interior inspections, photographs, records, and potholing or hydro-excavating may be used to verify service line materials.

Discuss/consider Approval of Application for DNR-funding for potholing/hydro-excavating through Jacob's Engineering:

The Committee reviewed an expression of interest for DNR funding through Jacobs Engineering for potholing and hydro-excavating to identify unknown City-owned service line materials. Submitting the form does not guarantee funding.

Motion by Seymour and seconded by Warren to approve submitting the application for DNR funding for potholing and hydro-excavating through Jacobs Engineering. Motion carried 4/0.

Discuss/consider Development Review Process:

The Committee discussed formalizing and standardizing the City's development review process. Future updates may address ordinances, permits, fees, review responsibilities, timelines, utility installation standards, required inspections, and documentation. Recommendations will be brought back for review at a future meeting.

Report from Ruekert & Mielke:

Kevin Wagner-Ruekert & Mielke, Inc reported on the schedule for the WWTP Clarifier Replacement Project:

- Executed Contract: August 2026
- A preconstruction meeting is scheduled for September 24, 2026.
- Loan Closing: October 2026
- Construction Start Date: October/November 2026
- Construction Completion Date: November/December 2027 (400-day contract timeline)

Mark Madden reported on Water Utility:

- Meter installations and out-of-order meter replacements are continuing.
- Weekly and quarterly testing has been completed.
- Meter reads will be done in the next few weeks for the 3rd Quarter Billing.

Rich Sparks reported on Wastewater Treatment Plant (WWTP) & Sewer Utility:

- The DNR accepted the City's Compliance Maintenance Annual Report (CMAR) response with no further action required.
- Quotes are being obtained for replacement following a VFD blower failure.
- L&S Electric, Inc. repaired the non-drive end bearing on the Hoffman blower.
- The radiator for the external generator at the main lift station is sagging, causing the piping leading into the building to become misaligned. Mechanical Technologies, Inc. will repair the radiator to the lift station generator.

Other matters:Set future meeting(s):

The next Water & Sewer meeting was scheduled for Tuesday, October 13, 2026 at 8:30 a.m.

Motion by Seymour and seconded by Warren to adjourn at 10:42 a.m. Motion carried 4/0.

Kathy Kennedy
Deputy Clerk-Treasurer