

CITY OF PITTSVILLE
WATER & SEWER COMMISSION
WEDNESDAY, November 12, 2025
Council Chambers – 5318 First Ave. Pittsville

The meeting was called to order at 5:00 p.m. by Chairman, Jerry Jensen.

Members Present: Mark Darr, Deana Becker, Janel Swoboda, Dennis Todd

Also Present: Dale Nichols, Mayor; Peter Petersen, Director of Public Works; Bob Schooley, Council Member

No Conflicts of Interest were identified.

Motion by Deana B. second by Dennis T. to approve the minutes from October 8, 2025. Motion carried.

Peter discussed the three Private wells that were due for inspection. Nick Dupee completed his well abandonment and turned in paperwork. No further action is needed. Robert Webster called Peter and informed him that his well passed inspection. He will still need to provide the permit fee, and paperwork. Tom Minor has All American coming next week to give him a quote to abandon his well, as it did not pass inspection. He will reach back out to let us know if he's going to be applying for a government grant, or moving ahead to pay for the abandonment. Peter will follow up if he does not hear back in a timely manner.

Fran Esser reached out to the city to question why he has to pay water standby on his vacant lot on HWY 80. He stated that the DOT will not allow him to put a driveway in, and claims therefor it is unbuildable. The city requested documentation of the DOT telling him he cannot put in a driveway to the lot in question. As another option, the council offers the option for Fran to have the water standby removed at his cost, including the cost of repairing where the road would be dug up. No Further action will be taken until Fran reaches out with documentation from the DOT, or decides he wants to cover the cost to remove the standby.

Motion by Mark D. second by Deana B to approve Country wireless water tower lease agreement. Motion carried

Billing adjustments were reviewed. All three leaks were alerted by eye on water.

Motion by Mark D. second by Janel S. to approve Casey Krohn's leak adjustment. Motion carried

Motion by Deana B. second by Janel S. to approve Jack Short's leak adjustment. Motion carried

Motion by Mark D. second by Deana B. to approve Bill Urban's leak adjustment. Motion carried

The three leak adjustments led to conversation about how long after notification the city gives relating to sewer adjustment. There has not been a timeframe noted in the past. However, Peter is looking into the PSC paperwork to ensure we stay within their guidelines without adjusting off excess amounts of bills by not putting a time limit on sewer reimbursement for repairs. However, we will still have to use the current formula for the manually read meters. Peter reminded that it will be 5 years before all meters are satellite read, but residents signing up for "eye on water" makes it easier to catch these leaks and saves the city money.

Peter and the commission discussed the wellhead protection plan. Originally it was thought all of the wells had the same zone of contribution (1200ft). However, after Peter did more research, he found that each well has a different radius based on a formula. They are as follows; Well 4 = 842ft. Well 5 = 1058ft. Well 6 = 946ft. Well 7 = 449ft. Well 8 = 819ft. Well 9 = 605ft. There are two wells within the Zone of contribution. They belong to Rick Winters and Steve Zdun. These will both be added to the 5-year cycle to be tested and inspected just as the other private wells within the city. Well owners will be responsible for the cost associated with these tests. It was mentioned that these two wells should have been on the inspection rotation years ago, but we will begin in 2026. Furthermore, the Wellhead protection ordinance will be examined to ensure that the utility has the authority to test and inspect the zone of contribution. The city will then file these and follow up every 5 years to repeat the tests and inspections. After viewing the map and zone of contribution, Dennis asked if there are

regulations on farmers and what they spread on their fields. Peter informed the commission that the affected farmers have been presented maps with the zones and know what they are allowed, and not allowed to spread.

Administrative report was discussed. Dale points out that over \$1,000 per year is spent just sending and processing late bills.

Peter then discussed his operational report. Starting with the Well 6 rehab that was done this past month. Peter explained that the camera was out of commission so they weren't able to see down the well. However, there was some sort of obstruction at roughly 200ft. CTW stated it would be odd that this would be a collapse at this depth. They were unsure if maybe a casing was left in there or possibly even a pump was dropped inside. However, without their camera, they couldn't be sure. Peter showed photos of the pipe. Originally the diameter was 2" and due to build up, was reduced to less than an inch. He also mentioned the screen was packed full of sediment. They opted to purchase new pipe so that going forward, the clogged ones can be removed and replaced with the old ones that will be cleaned out. The city employees can then clean the clogged pipes and use them in a rotational process. Peter mentioned that unfortunately with the granite and clay in the soil, these problems will be ongoing and they just need to continue to do the preventative maintenance. Peter also mentioned that well 9 hasn't had a rehab since 2022. Pointing out that it used to pull 30 gallons a minute and now has fallen to 12-13.

Dale asked at what point we need to look at putting in another well. Peter said that with creating a TID district and BSF using more and more water, that this is on his radar. He is looking into several different options. Adding to the operational report discussion, Peter said all of the hydrants and transmission lines have been flushed for the season.

The commission would also be seeing a large bill in the near future from the chemical company. They are transitioning from having phosphorous chemicals delivered to the sewer plant multiple times throughout the year, to having them delivered once a year to save on the cost of freight and other charges. This will result in one large billing each year but save on cost in the long run.

Future agenda item for November will be wellhead protection, and Robert Webster and Tom Minors private well updates.

Motion by Dennis T, second by Deana B to approve water vouchers #12094-12106 and sewer vouchers #7980-7989. Motion carried.

Motion by Janel S, second by Mark D. to adjourn. Motion carried and the meeting was adjourned 6:30PM

Submitted by,
Angela Krueger
Deputy Clerk/Treasurer