

1           **SPECIAL SEWER AND WATER UTILITIES COMMITTEE MEETING MINUTES**  
2                                   **TUESDAY, MAY 13, 2025**  
3                                   **VIA VIDEO CONFERENCE**  
4                                   **(APPROVED VERSION)**  
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6   The May 13, 2025 meeting of the Sewer and Water Utilities Committee was called to order by Committee  
7   Chairperson Denise Bhirdo at 7:45 A.M.

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9   **Present:** Chairperson Denise Bhirdo and members Kurt Harff and Nate Bell

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11   **Staff Members:** Village Administrator Julie Schmelzer, Utilities Director Megan Barnes and Utilities Clerk  
12   Kara Kroll

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14   **Others:** Laurel Harff

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16   **Approval of the Agenda:**

17   *A motion was made by Harff, seconded by Bhirdo that the Agenda for the May 13, 2025 meeting of the*  
18   *Sewer and Water Utilities Committee be approved as presented. Motion carried – all ayes.*

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20   **Approval of the minutes:**

21   *A motion was made by Bhirdo, seconded by Harff that the minutes for the February 11, 2025 Sewer and*  
22   *Water Utilities Committee be approved as amended per Bhirdo's request. Motion carried – all ayes.*

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24   **Public Comments and Correspondence**

25  
26   No correspondence was received for this meeting.

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28   **Discussion Items:**

29   **a) Wastewater Treatment Plant Operations Report**

30   A copy of the Sewer and Water Utility operations report prepared by Barnes was included in the meeting  
31   packet for the members to review. Barnes gave an update and said the mud valves on ditch 3 have been  
32   replaced. Maintenance was done at the main lift station. Hydrant painting on all Sister Bay and Liberty  
33   Grove hydrants was completed. Great Lakes is currently in the area televising the sanitary lines. The PRV  
34   refurbishments have been completed. The sports complex sewer main extension has been finished, but  
35   testing and televising of the lines still needs to be performed.

36   Bhirdo asked Barnes if she had received footage of the blockage that was caused by a grease trap being  
37   emptied into the sanitary sewer. Barnes said that she hadn't received the information yet, but requested  
38   the information be sent as soon as possible.

39   Bell had questions about the new ArcGIS. Barnes explained the prior GIS was through Ruekert and Meilke  
40   and the Asset Alley program they had was being discontinued. Barnes received quotes on ArcGIS from  
41   Ruekert and Mielke and Stantec. Ruekert and Mielke's quote for the transfer was around \$19,000.00 and  
42   Stantec's cost was around \$9,000.00, so Barnes had Stantec complete the transfer. The new GIS allows  
43   more layers to be added, so it is a more comprehensive system. The Counties zoning layer has already  
44   been added and information on the Villages utilities, parks and streets is being added. The Village has its  
45   own organizational license for the ArcGIS. This allows the Village to add layers from outside companies.

**b) WWTP Facilities Study Update/PFAs Discussion**

Barnes included the project kick-off meeting outline in the meeting packet. Barnes made a comment about how surprised she is by the Wisconsin DOA projections comparing the 2019 numbers and current projections. The numbers show how quickly the area is growing. Barnes also discussed the current DNR guidance of PFAs needing to be less than 20 ug/kg to land apply biosolids. The EPA risk assessment is 1 ug/kg. The Sister Bay Wastewater Treatment Plant is currently at 40 ug/kg, so the Village can't land apply per the new restrictions. Barnes said this is a big concern and the waste from the treatment plant is going to have to get to a class A solid. Once you get your waste to a class A solid, then it can be land applied. Barnes said a large contributor to PFAs is septage waste. Barnes is waiting for the results of the April sample, because the plant doesn't except septage waste in the winter. The first sample was taken in November and included septage waste.

**c) Sludge Hauling/SBU Update**

A letter from Jeff Hoffman from the Sturgeon Bay Utilities was included in the meeting packet. Barnes said the upgrade project at the Sturgeon Bay Utilities has been delayed, due to a pump needing to be ordered. Barnes is operating under the assumption that the Utilities will need to find a place for their sludge to be delivered into the start of 2026. Barnes is hoping to resume delivery to Sturgeon Bay Utilities in 2026 after they complete their upgrade project, but Sturgeon Bay Utilities isn't increasing their capacity. They are just changing their pumps. Barnes would like to get a signed agreement with Sturgeon Bay Utilities once they reopen, that states they will accept our sludge. Barnes is very concerned because NEW Water has made it very clear that they don't want our sludge, and our agreement is not indefinite. The current rate being charged by NEW Water is \$0.06 per gallon and is lower than expected. The rate depends on the concentration level and each load is tested, so it is possible that the rates could change. Barnes assumes the rates will increase once septage is accepted at the plant again. Barnes has reached out to other communities to see if they would allow Sister Bay Utilities to bring sludge to their facilities.

Bhirdo asked if there are other options available. Barnes said yes, she is looking into other options, such as a dryer system, solar options and reed beds. Bell questioned the smell with a dryer system and Barnes said dryers have air ventilation and air scrubbers, so the exhaust smell isn't bad. It has more of a milorganite smell.

**d) Discuss Hauler Request to Accept Out of Area Holding Tank Waste**

Barnes was contacted by a hauler that asked if the Sister Bay Wastewater Treatment Plant would be willing to open and accept holding tank waste from out of the area. After discussion with the committee, Barnes decided that she will not except holding tank waste from out of the area.

**Discussion regarding matters to be placed on a future agenda or referred to a Committee, Official, or Employee.**

- None at this time

**Executive Session**

- a) Consider a motion to convene into Executive Session pursuant to Wis. Stats., §19.85(1)(g) Conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved; Request to Public Service Commission of Wisconsin to open docket filed by Town of Liberty Grove and Town of Liberty Grove Sanitary District #1.**

1 *A motion by Bhirdo, seconded by Harff to convene into Executive Session pursuant to Wis. Stats.,*  
2 *\$19.85(1)(g) Conferring with legal counsel for the governmental body who is rendering oral or written*  
3 *advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to*  
4 *become involved; Request to Public Service Commission of Wisconsin to open docket filed by Town of*  
5 *Liberty Grove and Town of Liberty Grove Sanitary District #1.*

7 *A roll call was taken on that motion, and the Committee voted in the following fashion:*

9 *Bhirdo-Aye; Harff-Aye; Bell-Nay*

11 Motion carried.

13 **b) Consider a motion to reconvene into Open Session.**

15 *At 8:17am a motion by Bhirdo, seconded by Bell that the Sewer and Water Utilities Committee reconvene*  
16 *into Open Session.*

18 *Another roll call was taken, and the Committee voted in the following fashion:*

20 *Bhirdo-Aye; Bell-Aye; Harff- Aye*

22 **c) Motion for Action, if required.**

24 *No formal action was required.*

26 **Adjournment**

27 *At 8:17 A.M. a motion was made by Harff, seconded by Bell to adjourn the May 13, 2025 meeting of the*  
28 *Sewer and Water Utilities Committee. Motion carried – all ayes.*

30 *The next meeting of the Sewer and Water Utilities Committee will be conducted at 7:45 A.M. on Tuesday,*  
31 *June 10, 2025 via Video Conference.*

34 Respectfully submitted,

35 

36 Kara Kroll

37 Utilities Clerk