Sewer and Water Utilities Committee Meeting Minutes

Tuesday, December 9, 2025 at 1:00P.M.

Via Video Conference

(Approved)

1. Call Meeting to Order

Chairperson Denise Bhirdo called the Sewer and Water Utilities meeting to order on Tuesday, December 9, 2025, at 1:00 PM.

2. Roll Call

A roll call was conducted, with the following members present: Chairperson Denise Bhirdo and members Nate Bell, and Kurt Harff.

Staff present: Utilities Director Megan Barnes and Utilities Clerk Kara Kroll

Others: Rick Treleven and Paul Schuette

3.Approval of Agenda

Committee Member Bell motioned to approve the agenda without item 8 (Executive Session), citing a prior village board discussion about not holding executive sessions over Zoom. Bell explained that while the bylaws hadn't been formally changed, this was the board's intention.

Committee Member Harff disagreed, stating he would like to keep the executive session on the agenda and noting he would have been willing to meet in person if that was a concern.

Motion by Bell to approve the agenda without item 8 failed.

Chairperson Bhirdo then made a motion to approve the agenda as presented.

Motion by Bhirdo, second by Harff to approve the agenda as presented. Motion carried with Bell opposed.

4. Approval of Minutes of the September 9, 2025 Meeting, as Published

Motion by Bell, second by Bhirdo to approve the minutes of the September 9, 2025 meeting as presented. Motion carried.

5. Comments, Correspondence and Concerns from the Public

There were no members of the public present and no correspondence to report.

6. Discussion/Action Items

a. Wastewater Treatment Plant Operations Report

Utilities Director Megan Barnes presented her report, noting:

- The sludge loading valve was excavated on December 9, 2025 with repairs scheduled in the next two weeks. Dorner was contracted for the repairs as they were more in-depth than initially anticipated.

- All wells are now in compliance with permits, with the final well completing sampling after the packet was created.

Discussion ensued regarding the well permit compliance process. Utilities Clerk Kara Kroll explained that despite sending three letters, many property owners disregard the requirements until July or August, then struggle to find available plumbers.

Chairperson Bhirdo recommended streamlining the process by sending just one letter and making one phone call instead of three letters, to save staff time. The committee agreed to let staff determine the best process to reduce time spent on this issue while ensuring compliance.

b. BCR Solid Solutions Presentation

Rick Treleven, Regional Manager for BCR Environmental, gave a detailed presentation about their biosolids drying technology. Key points included:

- BCR is based in Jacksonville, Florida and has been in business since 2003 with over 50 global installations
- Their indirect drying system produces Class A biosolids that can be used as fertilizer
- The technology differs from other systems by using a sealed, oxygen-free environment which eliminates fire/explosion risks
- The system reduces biosolid volume by approximately 5:1 ratio
- The dryer can process material in 2-3 hours from wet cake to final product
- The system is automated and requires minimal operator intervention
- BCR has installations in Wisconsin Dells (operating for 8-9 years) and upcoming installations in Clinton, Iowa, River Falls, Fond du Lac, and Waukesha

Committee Member Bell asked about the economics of operating on LP gas versus natural gas, and whether any existing installations run on LP. Treleven indicated that LP would be more expensive but workable for a smaller unit, and that electric heating was also an option.

Following the presentation, the committee discussed how this technology related to their wastewater treatment facility plans. Utilities Director Barnes confirmed that McMahon Engineering's Chad Olson had recommended this model as the best option for Sister Bay's application. Bhirdo sought clarification about the cost, noting that while Treleven mentioned $1-5 million for equipment, their capital improvement plan had estimated $15-17 million for the complete project including building and auxiliary systems.

Committee Member Harff expressed support for being proactive with this type of technology. Committee Member Bell noted that operating costs would be more important than capital costs when evaluating this option compared to alternatives like reed beds.

c. Discuss Land Lease

Utilities Director Barnes presented information about leasing utility-owned land, noting that historical records gathered by Utilities Clerk Kara Kroll indicated the current lease price was likely too high compared to other similar leases. She suggested potentially lowering the price to approximately $300 for the approximately 60-acre parcel.

Committee Member Bell emphasized that his concern was less about the price and more about what crops would be planted, noting he wouldn't support using public land for corn production due to environmental concerns. He preferred sustainable, low-impact crops.

Kroll noted that according to Julie, the land quality is poor with shallow soil depth, making it unsuitable for corn. The previous lessee reportedly had difficulty growing enough hay to feed their animals.

The committee discussed the additional benefit of keeping the land open rather than letting it return to woodland. Barnes agreed to present an updated lease agreement with revised pricing and crop restrictions at the next meeting.

7. Matters to be placed on a future agenda or referred to a committee, official, or employee

- Updated Land Lease
- Reed Bed Presentation

8. 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; Notice of proceeding from the Public Service Commission of Wisconsin on the docket filed by Town of Liberty Grove and Town of Liberty Grove Sanitary District #1

Motion by Bhirdo, second by Harff to convene into Executive Session. Motion carried with Bell voting no.

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

Bhirdo-Aye; Harff-Aye; Bell-Nay

Motion caried.

b. Consider a motion to reconvene into Open Session.

At 2:23 P.M. a motion was made by Bhirdo, seconded by Bell to adjourn closed session and end the meeting.

c. Motion for Action, if required

No formal action was required.

9. Adjournment

At 2:23 P.M. a motion was made by Bhirdo, seconded by Bell to adjourn the December 9, 2025 meeting of the Sewer and Water Utilities Committee. Motion carried-all ayes.

The next meeting of the Sewer and Water Utilities Committee will be conducted at 1:00 P.M. on Tuesday February 10, 2026 via Video Conference.

Respectfully submitted,

Kara Kroll

Utilities Clerk