



Village Hall, 262-567-2757
Fax, 262-567-4115
Highway Dept., 262-567-2422
Police Dept., 262-567-1134
Building Inspector, 262-490-4141
www.villageofsummitwi.gov

Summit Village Hall • 37100 Delafield Road • Summit, WI 53066

AGENDA

Summit Utility District #2 Commission Meeting Thursday, February 12, 2026 at 6:15 pm

1. CALL TO ORDER
2. ROLL CALL AND CONFIRM POSTING
3. PUBLIC COMMENT
4. MINUTES: January 8, 2026 regular meeting
5. Discussion and action on January 2026 payables and Financial Report
6. Discussion on January 2026 engineering report from SEH
7. Discussion and action on 2026-2028 Sanitary Sewer & Pumping System Maintenance and Technical Service Agreement with Area Septic Installation, Inc.

ADJOURN UTILITY COMMISSION MEETING

Respectfully Submitted,

Debra J. Michael, WCMC
Village Administrator-Clerk/Treasurer

Next Regular Meeting March 12, 2026

Posted: February 6, 2026

**** Please note that, upon reasonable notice, efforts will be made to accommodate the needs of disabled individuals through appropriate aids and services. For additional information or to request this service contact the Village Hall at 567-2757.

It is possible that members of and possible a quorum of members of other governmental bodies of the municipality may be in attendance at the above-stated meeting to gather information; no action will be taken by any other governmental body except by the Village Board noticed above.



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MINUTES
Summit Utility District #2 Commission
January 8, 2026

CALL TO ORDER

President Riley called to order the Summit Utility District #2 meeting at 6:15 p.m. on Thursday, January 8, 2026 at Summit Village Hall, 37100 Delafield Road, Summit, WI.

ROLL CALL AND CONFIRM POSTING

Deputy Clerk LaValliere stated that the meeting was noticed to the local media as required and requested and posted on the Village posting board and website. Commissioners present were: Justin Phillips, Jeff Lee, and Kraig Arenz, Sr. Also, present were: Chairperson Jack Riley, Public Works Director Kamron Nash, and Deputy Clerk/Deputy Treasurer Sarah LaValliere. Administrator-Clerk/Treasurer Debbie Michael and Commissioner Jim Petronovich were absent.

PUBLIC COMMENT - None

MINUTES: December 11, 2025 regular meeting

MOTION: (Arenz, Lee) *to approve the December 11, 2025 minutes.* Carried.

Discussion and action on December 2025 payables and Financial Report

MOTION: (Arenz, Phillips) *to approve the financial report and December 2025 payables in the amount of \$32,596.53.* Carried.

Discussion on December 2025 engineering report from SEH

The Engineering report was reviewed.

Discussion and action on 2026-2028 Sanitary Sewer & Pumping System Maintenance and Technical Service Agreement

MOTION: (Arenz, Lee) *to direct staff to add separation clause and bring back to the next meeting.* Carried

The commissioners discussed capping CPI and specifying which month to use to calculate.

Discussion and action on purchasing replacement check valves for Lift Station 6

MOTION: (Arenz, Lee) *to authorize staff to work with ASI to purchase and install the two failing 8-inch swing check valves at Lift Station 6.* Carried.

The commissioners requested staff to ask engineering to put together a more comprehensive plan for aging infrastructure.

Discussion and action on ProSweet Phase 1 Trial Results and Approval of Phase 2 Trial

MOTION: (Lee, Phillips) *to authorize SEH and Village Staff to work with Veolia WTS USA to implement Phase 2 of the ProSweet trial, as recommended.* Carried.

ADJOURN UTILITY COMMISSION MEETING

MOTION: (Arenz, Phillips) *to adjourn at 6:29 p.m.* Carried.

Respectfully Submitted,

Sarah LaValliere
Deputy Clerk/Deputy Treasurer

Next Regular Meeting: February 12, 2026

2026
UTILITY DISTRICT
FINANCIAL INFORMATION

UD2	Amount \$\$
Bank 59 Balance: 01/30/2026	\$2,396,631.07
AP JANUARY 2026	(\$68,266.08)
Interest Paid/Accrued 59: 4.12%	\$7,396.92
Available Funds	\$2,328,364.99
Interest Paid YTD 59 2025	\$7,396.92
Total Interest	\$7,396.92

LOAN INFORMATION:	
GO Fund - Payoff: 5/2027	
Payments: 04/30/26 (Principal & Interest)	\$781,667.50
November (Interest only)	\$8,635.00
2026 Total Principal & Interest payment	\$790,302.50
12/31/2026 YE Principal Balance	\$785,000.00

Silver Lake Utility District	Amount \$\$
Bank 59 Balance: 01/30/2026	\$194,339.74
AP JANUARY 2026	(\$12,099.45)
Interest Paid/Accrued: 4.17%	\$643.27
Available Funds	\$182,240.29
Interest Paid YTD 59	\$643.27
Total Interest YTD	\$643.27

2025
Utility District
Financial Report

6 Month Tracking

MONTH	UD2	NOTE:
February-26	\$68,266.08	
January-26	\$3,259.53	
December-25	\$17,797.31	
November-25	\$46,208.10	Interest payment \$16,667.50
October-25	\$53,875.60	
Sep-25	\$41,494.30	
Total	\$230,900.92	
	\$214,233.42	Interest: \$16,667.50 Deducted from total
6 Month Average:	\$ 35,705.57	

2/05/2026 9:25 AM

In Progress Checks - Full Report - ALL
ALL Checks by Payee
BANK 59 SUD#2

Page: 1
ACCT

Dated From: From Account:
Thru: Thru Account:

Voucher Nbr	Check Date	Payee	Amount
<hr/>			
	2/13/2026	ACCURATE GRAPHICS, INC	
2026 ENVELOPES			Manual Check Nbr: 21326UD2-2
620-00-53655-000-000		OFFICE SUPPLIES	179.70
		#10 WINDOW ENVELOPES 49300	
			Total 179.70
<hr/>			
	2/13/2026	AREA SEPTIC INSTALLATION INC	
4420/4430/4419/4428			Prev YR Exp/Manual Chk # 021326UD2-1
620-00-53659-000-000		CONTRACTUAL SERVICES	1,511.40
		JOB# 7189 4420	
620-00-53659-000-000		CONTRACTUAL SERVICES	1,458.60
		JOB#7200 4430	
620-00-53659-000-000		CONTRACTUAL SERVICES	1,122.00
		JOB# 7188 4419	
620-00-53659-000-000		CONTRACTUAL SERVICES	2,112.00
		JOB# 7198 4428	
			Total 6,204.00
<hr/>			
	2/13/2026	DELAFIELD-HARTLAND WATER POLLUTION CONTROL	
01/29/2026			Manual Check Nbr: 021326UD2-3
620-00-53632-000-000		TREATMENT EXPENSE DEL-HART	15,293.01
		TREATMENT 01/29/2026 012926	
			Total 15,293.01
<hr/>			
	2/13/2026	DELAFIELD-HARTLAND WATER POLLUTION CONTROL	
11152025 INV			Prev YR Exp/Manual Chk # 111525-1
620-00-53632-000-000		TREATMENT EXPENSE DEL-HART	15,293.01
		NOVEMBER 2025 SEWER 11152025	
			Total 15,293.01
<hr/>			
	2/13/2026	EVOQUA Water Technologies LLC	
BIOXIDE			Manual Check Nbr: 021326UD2-4
620-00-53636-000-000		CHEMICAL TREATMENT	16,994.88
		SO 1704189 907392095	
			Total 16,994.88
<hr/>			
	2/13/2026	EXCEL UNDERGROUND LLC	
LOCATE			Manual Check Nbr: 021326UD2-5
620-00-53659-000-000		CONTRACTUAL SERVICES	56.00
		LOCATE 13492	

2/05/2026 9:25 AM

In Progress Checks - Full Report - ALL
ALL Checks by Payee
BANK 59 SUD#2

Page: 2
ACCT

Dated From:
Thru:

From Account:
Thru Account:

Voucher Nbr	Check Date	Payee	Amount
Total			56.00
2/13/2026 MUNICIPAL LAW & LITIGATION GROUP SC			
UD2 LEGAL		Prev YR Exp/Manual Chk #	021326UD2-6
620-00-53658-000-000	LEGAL FEES		220.00
	INV# 16444	16444	
620-00-53658-000-000	LEGAL FEES		155.00
	2025 LEGAL	16707	
Total			375.00
2/13/2026 MUNICIPAL LAW & LITIGATION GROUP SC			
iNV# 16707 2026 EXP		Manual Check Nbr:	021326UD2-7
620-00-53658-000-000	LEGAL FEES		185.80
	INV# 16707 2026 LEGAL FEE	16707	
Total			185.80
2/13/2026 REILLY, PENNER & BENTON LLP			
2025 AUDIT		Prev YR Exp/Manual Chk #	021626UD2-9
620-00-53657-000-000	ACCOUNTING/AUDITING FEES		450.00
	2025 AUDIT	85361	
Total			450.00
2/13/2026 SHORT ELLIOTT HENDRICKSON INC			
ENGINEERING		Prev YR Exp/Manual Chk #	021326UD2-8
620-00-53631-000-000	PRO. SER./ENGINEERING		5,347.50
	ENGINEERING	501973	
Total			5,347.50
2/13/2026 STARNET TECHNOLOGIES			
LIFT STATION MONITOR		Manual Check Nbr:	021326UD2-8
620-00-53659-000-000	CONTRACTUAL SERVICES		360.00
	JOB#0000224	036323	
Total			360.00
2/13/2026 VILLAGE OF SUMMIT			
JANUARY ADMIN		Manual Check Nbr:	021326UD2-10
620-00-53659-000-000	CONTRACTUAL SERVICES		5,083.34
	JANUARY ADMIN	01012026	
Total			5,083.34

2/05/2026 9:25 AM

In Progress Checks - Full Report - ALL

Page: 3

ALL Checks by Payee

ACCT

BANK 59 SUD#2

Dated From:

From Account:

Thru:

Thru Account:

Voucher Nbr	Check Date	Payee	Amount
<hr/>			
	2/22/2026	WE ENERGIES - UTILITY DISTRICTS	
JANUARY BILLING			Manual Check Nbr: 021326ud2-11
620-00-53656-000-000		UTILITIES	2,443.84
		01272026	
		Total	2,443.84
<hr/>			
		Grand Total	68,266.08



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for All of Us®

MEMORANDUM

TO: Summit Utility District No. 2
FROM: Steve Yoss, PE
DATE: February 5, 2026
RE: Monthly Engineering Report
SEH No. 189352 14.00

The following information describes the status of the sewer system operations and maintenance.

1. Action Items: *(For information only - action to be taken in separate agenda item)*
 - A. 2A – Review of ASI’s 2026-2028 service agreement for approval. Item will have a separate agenda item. Summary of rates increased by approximately 3%. Our recommendation would be to approve the agreement for multi-years.
2. Service Agreements Updates
 - A. ASI – Current agreement expired in 2025. New updated 2026-2028 service agreement on agenda for review and approval.
 - B. Starnet – 1 full-service days and then pay for service on an as needed basis.
 - C. Evoqua Bioxide Rate – Current through April 30, 2026.
 - D. Flygt – Xylem – Current agreement expired in 2025. SEH received a new agreement and we’re discussing any cost savings with the purchase of new pumps.
3. Lift Station Reporting and System Maintenance
 - A. Area Septic Installation (ASI) continues to perform weekly and monthly maintenance duties.
 - B. Xylem/Flygt – Xylem to provide requested quote option for new pump sizes. SEH met with Xylem on 1/29/2026 to review recommendations of best fit pumps compared to existing pumps. A couple items needed to be reviewed that Xylem is working on.
 - i. LS 3 & LS 4 only has 1 out of the 2 pumps currently running.
4. Lift Station No. 6 – Check Valve failure
 - A. SEH reached out to ASI to proceed with purchase and install of two check valves at LS 6. SEH will keep Village updated with repair schedule once known.
5. Bioxide Alternatives
 - A. Veolia Water Technologies and Solutions – 2/3/2025 Eric and Austin set Odalog back at LS5 to monitor second phase trial results. Please see attached for details and next steps.
6. Lift Station Transducer Upgrades
 - A. Energenics (assisted by ASI) installs completed.

Engineers | Architects | Planners | Scientists

Short Elliott Hendrickson Inc., 501 Maple Avenue, Delafield, WI 53018-9351
262.646.6855 | 888.908.8166 fax | sehinc.com

SEH is 100% employee-owned | Affirmative Action–Equal Opportunity Employer

7. Lift Station 6 – Automatic Transfer Switch
 - A. Meyers and ASI met at the lift station last month to discuss details. A new transducer was installed which more accurately reads the wet well level, helping monitor the level while the station is temporarily down. Meyer Electric plans to install the ATS on 2/12/2026.

8. Lift Station Back Up Power Generators
 - A. Wolter Inc. – Generac industrial generator dealer. SEH and Wolter Inc. met 1/14/2026 to discuss any backup power upgrades. Ben Carpenter said they provide generator maintenance and replacement.
 - B. Total Energy Systems – 2/4/2026 SEH, Village and TES had a meeting to discuss service maintenance for lift station and Village generators. TES to provide maintenance quotes for the Village to review which include fluid analysis, preventative maintenance, and load bank testing. TES supplies generators – specializing in Kohler.

9. Resident Concerns
 - A. Owner: Beatrix Fortier Address: 34945 Schimmel Rd.
 - i. Homeowner came back from being away a week or so and the odor in the house was bad. ASI recommended filling the traps with water. Also, there was a Bioxide line that clogged causing the pump to stop dosing, creating a more potent smell. This Bioxide clog in the line was resolved and is dosing as it should.

Re: FW: Summit H2S Control



Plantenberg, Eric <eric.platenberg@veolia.com>

To Kamron Nash

Cc Austin; Andrusko, Richard; Robert Malzahn; Steve Yoss



Wed 1/28/2026 9:07 AM

This sender eric.platenberg@veolia.com is from outside your organization.

You replied to this message on 2/2/2026 8:57 AM.

If there are problems with how this message is displayed, [click here to view it in a web browser](#).

[Click here to download pictures](#). To help protect your privacy, Outlook prevented automatic download of some pictures in this message.

Good morning everyone. The ProSweet is ordered and on the way. I wanted to check in ahead of the next phase of the trial, and to get the ball rolling on data collection for a control period.

Estimated delivery is Wednesday, 2/4. I would like to come on site Tuesday, 2/3, to place the H2S monitor in LS5. Austin and I spoke earlier this morning; he is planning to turn off the Bioxide at all locations this Friday, 12/30, so that we should hopefully be measuring H2S immediately upon placing the meter.

I recommend that we monitor for a full two weeks before we begin dosing ProSweet, then (assuming we have good H2S levels to compare against), begin feeding ProSweet during the week of 2/16. We'll pull data weekly and adjust dosing based on those results.

The goals for this phase of the trial are: 1) to verify that ProSweet is able to remove H2S without help from the Bioxide, and 2) to "dial in" ProSweet dosing to optimize H2S removal at minimal cost.

Please let me know if there are any questions, or if you have other thoughts about this phase of the trial. Thanks!

Best,
Eric



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MEMORANDUM

To: Summit Utility District No. 2 Commission

From: Kamron Nash, P.E., Village Public Works Director

Date: February 4, 2026

Re: Discussion and Action on 2026 – 2028 Sanitary Sewer & Pumping System Maintenance and Technical Service Agreement – Summit Utility District No. 2

PURPOSE:

To provide an update to the proposed service agreement from Area Septic Installation, Inc. (ASI) for consideration by the SUD2 Commission.

BACKGROUND:

ASI provided Summit Utility District No. 2 (SUD2) with an updated service agreement for 2026, which was presented to the Commission at the January 8th regular meeting. Direction was provided to staff to include a separation clause in the agreement, as recommended by the Village Attorney. Language was added into the “Duration of Agreement” section as follows:

Duration of Agreement: This agreement will commence on January 01, 2026 and expire on December 31, 2028. **This agreement may be terminated by either party on at least thirty (30) days written notice being given to the other party prior to the anniversary date thereof.**

ASI reviewed and approved the added language to the agreement.

RECOMMENDATION:

Village staff recommend that the SUD2 Commission approve the agreement with ASI with the proposed changes.

ATTACHMENTS:

2026 – 2028 ASI Maintenance and Technical Service Agreement – Sanitary Sewer and Pumping System (Summit Utility District No. 2) *(DRAFT with separation clause language added)*

FISCAL IMPACT:

The increase in rates was anticipated and budgeted for in the 2026 district budget.

RECOMMENDED MOTION:

Motion to approve the 2026 – 2028 Maintenance and Technical Service Agreement between Area Septic Installation, Inc. and the Village of Summit Utility District No. 2, as amended.

**MAINTENANCE AND TECHNICAL SERVICE AGREEMENT
SANITARY SEWER and PUMPING SYSTEM
VILLAGE OF SUMMIT UTILITY DISTRICT NO. 2**

The **Village of Summit Utility District No. 2** (known as "**District**") agrees to purchase and **Area Septic Installation, Inc.** (known as "**Contractor**") agrees to furnish, within the District's sanitary sewer system and at each pumping station site indicated below, and in accordance with the terms and conditions contained in this agreement, a program of maintenance and technical service consisting of: 1) scheduled operation, maintenance, and preventative maintenance of the pumping stations' equipment listed below; scheduled operation, maintenance, and preventative maintenance of the District's sanitary sewer collection and pumping system; and 3) requested additional and emergency service.

Site of Pumping: Stations Installation:

Pump Station 1 on Hickory Lane
Pump Station 2 on Sawyer Road at Pabst Road
Pump Station 3 on Sawyer Road at Breezeland Drive
Pump Station 4 on Waterville Road South
Pump Station 5 on Waterville Road at Delafield Road
Pump Station 6 on Delafield Road at Second Lane

Equipment included in maintenance program at each site:

Sewerage pumps
Generator
Telemetry and Controls

1. Pumping Stations Operation and Maintenance Service. Other Scheduled Service:

Contractor shall provide such scheduled operation and maintenance service as set forth in the operations and maintenance service schedule attached hereto, incorporated herein, and made a part hereof by reference as Exhibit A.

- A. The minimum monthly charge, including labor and travel time, shall be \$1,400 from January 1, 2026 through December 31, 2026.
- B. Each scheduled service call shall include equipment inspection, cleaning, calibration, and verification of proper operation. Each service call shall also include the completion of a service call report and record keeping.
- C. In addition to performing scheduled operations and maintenance service requirements, contractor will provide semi-annual service, Spring and Fall, on all air relief valves, which service will include sight inspection, pumping of water from manhole, cleaning and repair of air valve mechanism.
- D. Coordinate warranty work on pumping station equipment.
- E. Exercise the isolation valves on the low-pressure pumping system every two years.
- F. Parts and materials required for the performance of all work will be invoiced to the District at 20% for items between \$0 - \$200, 10% for items \$200 - \$5,000 and 5% for above \$5,000. All materials shall be purchased using the municipal tax exemption, to the fullest extent. Any and all time required to research, purchase, and coordinate delivery of parts and materials shall be included in the marked-up pricing. The District shall not be responsible for product quality, quantity, and warranty issues that arise due to the work.
- G. Supervise and work with the scheduled and contracted services of additional contractor(s) and subcontractors for the flushing, cleaning, and televising of the District's sanitary sewer collection system and force mains, and for other system repairs. Provide a written report of this work.
- H. Furnish the equipment and supplies required to flush and clean the Sugar Island force main pipe on an annual basis. Provide a written report of this work.
- I. Identify and report system deficiencies and required improvements. Assist the District Engineer in preparing cost estimates or budgets for system repairs and improvements.

The Village of Summit Utility District No. 2 shall receive service in addition to the services referenced in paragraph no. 1 of this agreement, including emergency and other specially requested service, by the principal representative of Area Septic Installation, Inc. at the labor rate listed in paragraph no. 2, plus mileage. Charges for labor shall include travel time to and from the site from the office of Area Septic Installation, Inc. and shall be computed to the nearest half hour. Area Septic Installation, Inc. shall provide additional and/or emergency service commencing within 24 hours of receiving a request for additional service from Village of Summit Utility District No. 2, and within two hours of receiving a request for emergency service.

2. Standard Rates for Additional and/or Emergency Service:

- A. Advanced scheduled specially requested additional service: \$136.00 per man-hour of principal representative of Area Septic Installation, Inc.
- B. After-hours and/or emergency service (after 5 p.m.) and/or Saturday Emergency Service: \$204.00 per man-hour of principal representative of Area Septic Installation, Inc.
- C. Sunday and/or holiday emergency service: \$272.00 per man-hour of principal representative of Area Septic Installation, Inc.
- D. Confined space entry safety equipment charge: \$390 per day
- E. These rates apply from January 1, 2026 through December 31, 2026.

Yearly Rate Adjustment:

The labor rates set forth in this Agreement shall remain in effect for the initial contract year. Beginning on the first anniversary of the Effective Date, and on each anniversary thereafter, the labor rates shall be adjusted annually based on the percentage change in the Consumer Price Index for All Urban Consumers (CPI-U), U.S. City Average, All Items (1982-84=100), as published by the U.S. Bureau of Labor Statistics. The adjustment shall be calculated using the most recently published CPI-U index available at the time of adjustment compared to the index published for the same month of the prior year. Contractor shall provide written notice of the adjusted labor rate at least 30 days prior to the effective date of the annual adjustment. Nothing herein shall prevent contractor from requesting an equitable adjustment to labor rates in the event of extraordinary increases in regulatory costs, insurance premiums, fuel, or mandated wages beyond normal inflation.

Availability:

Area Septic Installation, Inc. will make available one qualified service provider on an on-call basis 24 hours a day, 7 days a week.

Comprehensive General Liability Insurance and Worker's Compensation Insurance:

Contractor shall insure the Village of Summit Utility District No. 2 and the District's Engineer through a comprehensive general liability insurance policy, which includes products and completed operations coverage, against any loss or damage caused by the negligence of contractor or any employee or agent of contractor. Contractor shall also provide its own worker's compensation insurance coverage for its employees.

Duration of Agreement: This agreement will commence on January 01, 2026 and expire on December 31, 2028. This agreement may be terminated by either party on at least thirty (30) days written notice being given to the other party prior to the anniversary date thereof.

Date: _____

Date: _____

Village of Summit Utility District No. 2

Area Septic Installation, Inc.

By: Jack Riley
Title: Chairperson, Summit Utility
District No. 2

By: Andrew Huss
Title: Owner, Area Septic Installation,
Inc.

DRAFT

Exhibit A
VILLAGE OF SUMMIT UTILITY DISTRICT NO. 2
PUMPING STATION ROUTINE OPERATION AND MAINTENANCE SCHEDULE
(Items are for all pumping stations unless noted)

WEEKLY ACTIVITIES

1. Generator and Transfer Switch
 - a. Check engine oil.
 - b. Check engine antifreeze.
2. Pump Controls
 - a. Verify telemetry system operating and logging station data and alarms.
 - b. Record pump run times.
3. Wet Well
 - a. Pump down wet well to help control accumulation of debris.
 - b. Check for excessive grease accumulation.
4. Odor Control
 - a. Check operation of Bioxide chemical feed pump (PS #2, #3 and #5 only).
 - b. Check Bioxide storage tank liquid level (PS #2, #3 and #5 only). Coordinate resupply as needed.
5. Sulfide monitoring, testing and adjustment of Bioxide feed rate
 - a. Weekly from May 15 through September 30
 - b. Bi-weekly from March 1 to May 14 and October 1 through November 15
 - c. Monthly in December, January and February
6. Prepare and file written reports of service work. Written reports to be included in monthly report to District Engineer. Contractor to attend the monthly evening District meeting to present weekly reports and answer questions on an as-needed basis.

MONTHLY ACTIVITIES

1. Generator and Transfer Switch
 - a. Check block heater (hot to touch when engine has not run)
 - b. Check battery water level. Fill as needed using distilled water only.
 - c. Check system operation:
 1. Pull main service, disconnect switch, generator should run and system should transfer to generator power.
 2. After 5 minutes, reset main service disconnect switch and verify station returns to normal utility power.
2. Pump Controls
 - a. Check operation to verify pumps are operating in the normal range.
 - b. Force pumps to operate on "float" control by raising the wet well high-level float switch.
3. Wet Well
 - a. Add grease control additives as needed. Wash down wet wells as needed.
4. Remove grease accumulation from floats.
5. Prepare and file written reports of service work. Written reports to be included in monthly report to District Engineer. Contractor to attend the monthly evening District meeting to present monthly reports and answer questions on an as-needed basis.

Exhibit A
VILLAGE OF SUMMIT UTILITY DISTRICT NO. 2
PUMPING STATION ROUTINE OPERATION AND MAINTENANCE SCHEDULE
(Items are for all pumping stations unless noted)

ANNUAL ACTIVITIES

1. Generator and Transfer Switch
 - a. Replace engine oil and filter.
 - b. Replace air cleaner.
 - c. Inspect fan belt, replace when worn.
2. Sewage pumps
 - a. Check shaft seal oil cavity for leakage/change oil as necessary.
 - b. Megger pumps.
 - c. Verify that flush valve is operable.
3. Exercise isolation valves on the low-pressure pumping system, about half the valves per year, with all valves exercised every two years.
 - a. Clean and exercise force main air release valves, about half of the valves per year, with all valves maintained every two years.
4. Prepare and file written reports of service work. Written reports to be included in monthly report to District Engineer. Contractor to attend the monthly evening District meeting to present annual reports and answer questions on an as-needed basis.

EVERY TWO YEARS ACTIVITIES

1. Generator and Transfer Switch
 - a. Replace transfer switch battery.
2. Pump Controls
 - a. Replace telemetry battery.
3. Prepare and file written reports of service work. Written reports to be included in monthly report to District Engineer. Contractor to attend the monthly evening District meeting to present two-year reports and answer questions on an as-needed basis

EVERY THREE YEARS ACTIVITIES

1. Generator and Transfer Switch
 - a. Replace engine-starting battery.
 - b. Replace engine spark plugs.
2. Prepare and file written reports of service work. Written reports to be included in monthly report to District Engineer. Contractor to attend the monthly evening District meeting to present three-year reports and answer questions on an as needed basis.