

Village of Whiting Utilities Committee Meeting

December 2, 2025

Place of Meeting: Whiting Municipal Center

1. Roll call. Meeting called to order by Chairman Lutz at 5 PM. Committee members Kevin Lutz, Jeanna Trzebiatowski, Kurt Glenzer and Frank Krush present. Mike Daniels was excused. Also present: Superintendent of Utilities and Public Works Jake Wilcox, Trustees Karen Curtis and John Koutre, Village Residents Diana Szymkowiak, Dean Curtis and Sarah Brillowski.
2. Persons wishing to address the Committee. As needed.
3. Approval of November meeting minutes. Motion by Glenzer, seconded by Krush to approve the November meeting minutes with one correction. Agenda item 4 should reflect that option one, not option two was approved. Motion carried unanimously by voice vote.
4. Discussion and possible action regarding Amending Whiting Ordinance Chapter 15 "Water and Sewer Regulations and Rates" to include current PSC water rate information by reference rather than inclusion. John Koutre explained to the committee that there is no statutory requirement that the actual rates be included in the ordinance and because numerous sections are affected when rates are changed, it will save the Ordinance Committee significant maintenance effort keeping the ordinance up to date by including as a reference versus actual inclusion. Motion by Trzebiatowski seconded by Glenzer to recommend to the Board that they approve including the current water rates in the ordinance by reference rather than inclusion. Motion carried unanimously by voice vote.
5. Discussion and possible action regarding 2026 Water Utility budget. Supt Wilcox reviewed the budget with the committee and answered questions. Motion by Krush, seconded by Glenzer to approve the 2026 Water Utility Budget. Motion carried unanimously by voice vote.
6. Discussion and possible action regarding the Sewer Utility Budget. Supt Wilcox reviewed the budget with the committee and answered questions. Motion by Trzebiatowski, seconded by Glenzer to approve the 2026 Sewer Utility Budget. Motion carried unanimously by voice vote.
7. Discussion and possible action re. multiple vouchers. Motion by Glenzer, seconded by Trzebiatowski to recommend payment of multiple vouchers to Village Board. Motion carried unanimously by voice vote.
8. Operation and Maintenance Report. Supt Wilcox submitted the following report:
 1. The Water and Wastewater Treatment Plant did meet all requirements for October. A complete set of results for November is not available yet.
 2. Village of Whiting Pumpage:

Treated –	3,038,000
Total -	4,857,000
 3. Neenah Paper Pumpage:

#5 –	9,485,312
#6 –	35,652,000
Total	45,137,312
 4. Tank 4 remains out of service due to persistent contamination issues. The tank has been re-disinfected and will be tested for bacteria again this week.
 5. We have been experiencing internet issues at the water treatment facility impacting our DATA collection system. I am working with our control and program provider to find a new internet solution for the water treatment facility.
 6. Salt was delivered to the water treatment facility.
 7. 2026 Water and Sewer Utility budgets have been finalized.
 8. I am working with our SCADA software provider to procure new computers as our current SCADA computers utilize the Windows 10 operating system which is now obsolete.

9. Due to a water main break in Stevens Point we provided water service to the customers on the west end of Sherman Avenue for approximately 48 hours. The additional customers created no water supply issues within our system.
10. I am working with CBS2 on our sludge press replacement and alternatives project.
11. Excel Plumbing and Heating was at the water treatment facility to repair a malfunctioning heater.
12. A power outage on November 19th impacted the water treatment facility and Well #2. No issues were encountered as a result of the power outage/power transfer.
13. I have been working with the owner of the former Swiderski property on proposed water/sewer layouts and installations for the subdivision.
14. Village staff have started work on various annual reporting for our water/sewer maintenance programs.

Motion by Krush, seconded by Trzebiatowski to approve the Operation and Maintenance report as presented. Motion carried unanimously by voice vote.

9. Correspondence.
10. Such other matters as permitted by law.
11. Adjourn. Motion to adjourn by Trzebiatowski, seconded by Krush. Meeting adjourned at 5:24 PM.

Respectfully submitted,

Frank Krush
Recording Secretary