

MINONG WATER UTILITY

As continuance of Regular Board Meeting on January 3, 2011.


MINUTES: Motion by Ellenberger seconded by Wallace to approve minutes of December 20, 2010. 7-Ayes. Motion carried.

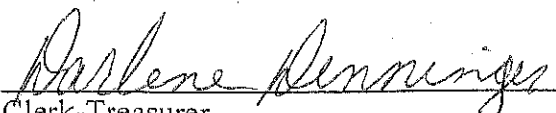
MSA CONTRACT

QUARLES & BRADY: See General Minutes.

VOUCHERS: Motion by Baker seconded by Ellenberger to approve following invoices #6424-6445. 7-Ayes. Motion carried.

ADJOURN: Motion by Podratz seconded by Baker to adjourn. Motion carried.  
Meeting adjourned.

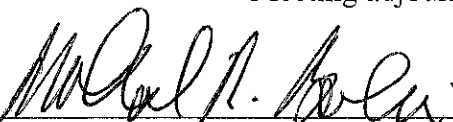
  
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President

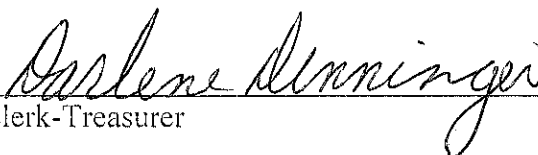
  
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Clerk-Treasurer

## MINONG WATER UTILITY

As continuance of Regular Board Meeting on February 7, 2011.

- MINUTES: Motion by Sutherland seconded by Nelson to approve minutes of January 3, 2011. 7-Ayes. Motion carried.
- METERS: Hallock stated that he and Wallace will be meeting with Badger representative on February 9<sup>th</sup> so will have more information in March.
- BUDGET AMENDMENT: Motion by Baker seconded by Ellenberger to approve resolution #200-10-2011 amending 2010 budget. 7-Ayes. Motion carried.
- VOUCHERS: Motion by Baker seconded by Ellenberger to approve following invoices #6446-6462. 7-Ayes. Motion carried.
- ADJOURN: Motion by Podratz seconded by Baker to adjourn. Motion carried. Meeting adjourned.


  
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 President


  
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 Clerk-Treasurer

## MINONG WATER UTILITY

As continuance of Regular Board Meeting on March 7, 2011.

- MINUTES Motion by Nelson seconded by Wallace to approve minutes of February 7, 2011. 7-Ayes. Motion carried.
- VOUCHERS: Motion by Baker seconded by Ellenberger to approve following invoices #6463-6475. 7-Ayes. Motion carried.
- ADJOURN: Motion by Podratz seconded by Baker to adjourn. Motion carried. Meeting adjourned.

  
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 President

  
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 Clerk-Treasurer

MINONG WATER UTILITY

As continuance of Regular Board Meeting on April 4, 2011.

MINUTES: Motion by Ellenberger seconded by Sutherland to approve minutes of March 7, 2011. 6-Ayes. Motion carried.

METERS: Discussion held on purchasing meters for remote system. Postponed until next meeting.

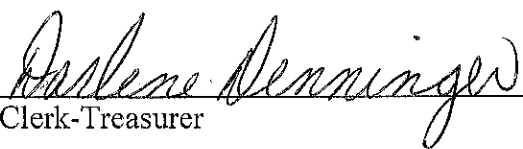
PSC RESOLUTION: Clerk stated a resolution needs to be passed due to the fact that the rates decreased (from the 1994 PSC report - \$ 22,203) that are used to calculate the tax equivalent that the water pays to the general. Motion by Bobin seconded by Baker to adopt resolution #200-50-2011 lowering the tax equivalent to \$15,275. 6-Ayes. Motion carried.

CROSS-CONNECTION: Hallock stated Machtronics received second letter on cross-connection. Everything is good now.

VOUCHERS: Motion by Baker seconded by Ellenberger to approve following invoices #6476-6492. 6-Ayes. Motion carried.

ADJOURN: Motion by Podratz seconded by Baker to adjourn. Motion carried. Meeting adjourned.

  
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President

  
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Clerk-Treasurer

## MINONG WATER UTILITY

As continuance of Regular Board Meeting on April 18, 2011.

MINUTES: Motion by Ellenberger seconded by Sutherland to approve minutes of April 4, 2011. 6-Ayes. Motion carried.

MSA UPDATE: Dave Rasmussen, MSA planner, updated board on following projects:

- 1) Hallock will receive training on 4/26 on GIS mapping then that project will be complete.
- 2) MSA is working on project design in regards to Walnut Street project. Final completion of total project should be September 30<sup>th</sup>.
- 3) Everything is in place for CDBG-PF to help construction of Walnut Street project and MSA is helping administer funds.
- 4) ATV grant application has been completed by Washburn County Forestry and submitted to Department of Natural Resources.
- 5) MSA is working on writing grants for Village to assist in the infrastructure improvements related to Jack Link's expansion. We will apply for TEA grant and CDBG-PF for Economic Development.
- 6) MSA is working on updating our Facility Plan and it should be completed by this fall.

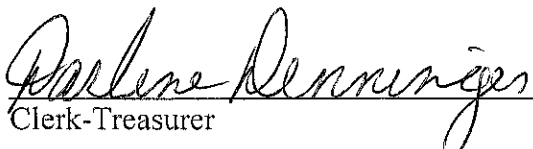
LINK EXPANSION: Board reviewed letter from Jack Link's in regards to infrastructure updates. Board would like to see developers agreement. There are items within letter that board has not had any discussion on as yet. (Removal of South Limits Road and removal of 53 exit ramp.)

MSA CONTRACT-LINK PROJECT: Clerk asked where to obtain funds for contract with MSA in regards to Link project. Motion by Bobin seconded by Baker to allow TID #2 to pay for this expense and to pay current invoice #1 of \$1,171.99. Motion by Bobin seconded by Ellenberger to verify legality with auditor. 6-Ayes. Motion carried. Vote on main motion 6-Ayes. Motion carried.

METERS: Discussion held on grant availability to purchase radio read meters. MSA informed board that they were not aware of any grants. Motion by Wallace seconded by Ellenberger to postpone matter until more information is received. 6-Ayes. Motion carried.

ADJOURN: Motion by Podratz seconded by Baker to adjourn. Motion carried. Meeting adjourned.

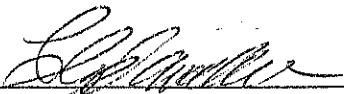
  
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 President

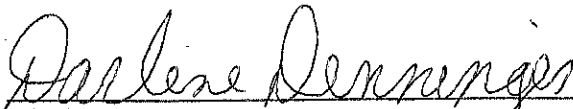
  
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 Clerk-Treasurer

MINONG WATER UTILITY

As continuance of Regular Board Meeting on May 2, 2011.

- MINUTES: Motion by Nelson seconded by Podratz to approve minutes of April 18, 2011. 5-Ayes. Motion carried.
- VOUCHERS: Motion by Ellenberger seconded by Podratz to approve following invoices #6493-6515. 5-Ayes. Motion carried.
- ADJOURN: Motion by Podratz seconded by Ellenberger to adjourn. Motion carried. Meeting adjourned.

  
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President


  
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Clerk-Treasurer

MINONG WATER UTILITY

As continuance of Regular Board Meeting on May 16, 2011.

- MINUTES: Motion by Nelson seconded by Ellenberger to approve minutes of May 2, 2011. 7-Ayes. Motion carried.
- ADJOURN: Motion by Podratz seconded by Baker to adjourn. Motion carried. Meeting adjourned.

  
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Clerk-Treasurer

## MINONG WATER UTILITY

As continuance of Regular Board Meeting on June 6, 2011.

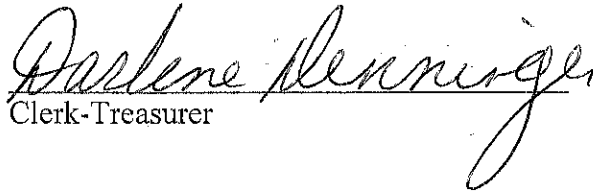
MINUTES: Motion by Ellenberger seconded by Nelson to approve minutes of May 16, 2011. 7-Ayes. Motion carried.

METER UPGRADE: Discussion held on changing meters to remote read meters. Hallock had received 3 quotes for changing out our water meters. The lowest quote being from Badger Meters consisting of the handheld which includes software and training and for all new and upgraded meters cost would be \$ 62,757. Discussion held in regards to doing about 50 meters per year. Motion by Baker seconded by Wallace to purchase the handheld and 50 meters for this year and to take funds 50% water and 50% sewer and to purchase 50 for the next few years until project complete. 7-Ayes. Motion carried.

VOUCHERS: Motion by Baker seconded by Nelson to approve following invoices #6516-6534. 7-Ayes. Motion carried.

ADJOURN: Motion by Podratz seconded by Baker to adjourn. Motion carried. Meeting adjourned.

  
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Clerk-Treasurer

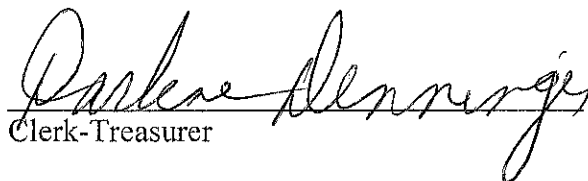
## MINONG WATER UTILITY

As continuance of Regular Board Meeting on June 20, 2011.

MINUTES: Motion by Ellenberger seconded by Nelson to approve minutes of June 6, 2011. 7-Ayes. Motion carried.

ADJOURN: Motion by Podratz seconded by Baker to adjourn. Motion carried. Meeting adjourned.

  
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President

  
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Clerk-Treasurer

MINONG WATER UTILITY

As continuance of Regular Board Meeting on July 5, 2011.

MINUTES: Motion by Ellenberger seconded by Podratz to approve minutes of June 20, 2011. 7-Ayes. Motion carried.

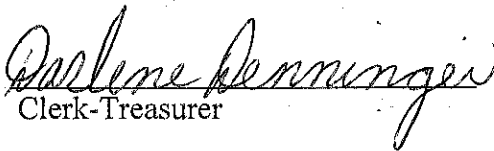
REMOTE  
READ

METERS: Hallock stated he has ordered handheld and some meters. He was notified that they are looking at training in August. Wallace would like confirmation of order.

VOUCHERS: Motion by Baker seconded by Ellenberger to approve following invoices #6535-6551. 7-Ayes. Motion carried.

ADJOURN: Motion by Podratz seconded by Baker to adjourn. Motion carried. Meeting adjourned.

  
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Clerk-Treasurer

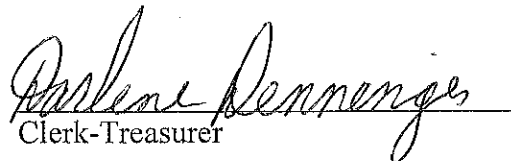
MINONG WATER UTILITY

As continuance of Regular Board Meeting on July 18, 2011

MINUTES: Motion by Ellenberger seconded by Nelson to approve minutes of July 5, 2011. 7-Ayes. Motion carried.

ADJOURN: Motion by Podratz seconded by Baker to adjourn. Motion carried. Meeting adjourned.

  
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President

  
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Clerk-Treasurer

## MINONG WATER UTILITY

As continuance of Regular Board Meeting on August 1, 2011.

MINUTES: Motion by Ellenberger seconded by Nelson to approve minutes of July 18, 2011. 6-Ayes. Motion carried.

## MC SHANE

EASEMENT: President Wallace stated John McShane had contacted him in regards to Village purchasing the north 20' of his property located at Main Street for \$ 1.00. Board would like more information. Motion by Baker seconded by Ellenberger to refer matter to August 15<sup>th</sup> meeting. 6-Ayes. Motion carried.

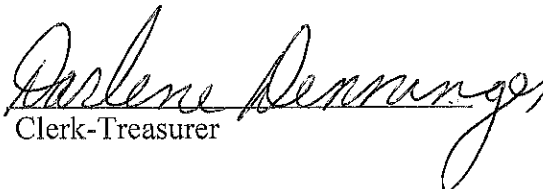
## ACCOUNT

WRITE-OFF: Clerk stated that she had billed Ken Schultz for several months in regards to his sewer and water account. Balance is \$ 40.53 (water). A certified letter had been returned unclaimed. Motion by Baker seconded by Schaefer to have auditors write off this account. 6-Ayes. Motion carried.

VOUCHERS: Motion by Baker seconded by Johnson to approve following invoices #6552-6568. 6-Ayes. Motion carried.

ADJOURN: Motion by Ellenberger seconded by Baker to adjourn. Motion carried. Meeting adjourned.

  
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President

  
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Clerk-Treasurer



MINONG WATER UTILITY

As continuance of Regular Board Meeting on August 15, 2011.

MINUTES: Motion by Baker seconded by Ellenberger to approve minutes of August 1, 2011. 7-Ayes. Motion carried.

MSA-SCOPE

SERVICES: Discussion held on scope of services with MSA regarding Railroad Street Design. Cost is \$ 2,800. Wallace stated he, Bud Schaefer and Pat Ryan met as it seems that Links hold ownership of Railroad Street. Wallace informed them that we would want that deeded over to the village. Ryan had asked if Links could do excavating for their donation to work. Rasmussen stated due to the fact that it would be under TEA grant it needs to be bid. Village would need to have right of way surveyed. Board would like MSA to hold on any further work on this project until Links have notified village that property would be turned over to village.

PRE-CON-  
STRUCTION

UPDATE: Wallace informed board that village property east of Denninger Drive is where McCabe will store gravel and that the Minong Area Youth will allow them to store the blacktop over by their field off Link Street.

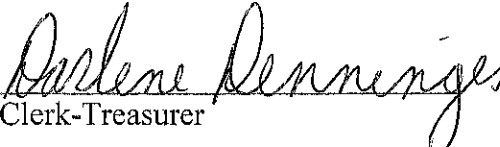
Attorney opinioned received relating to Safe Drinking Water Loan portion of Walnut Street. Start date will be sometime this week.

REMOTE

READ: Hallock informed board he had received meters and company will bring handheld reader with them to the training session. Tentative date is set for September 13<sup>th</sup> & 14<sup>th</sup>.

ADJOURN: Motion by Podratz seconded by Baker to adjourn. Motion carried. Meeting adjourned.

  
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President

  
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Clerk-Treasurer

## MINONG WATER UTILITY

As continuance of Regular Board Meeting on September 6, 2011.

MINUTES: Motion by Baker seconded by Ellenberger to approve minutes of August 15, 2011 with typo correction of McCabe. 7-Ayes. Motion carried.

## CHLORINE

PUMP: Hallock informed board that the chlorine pump broke and Wallace approved purchasing a new one. USA Bluebook price was \$ 699.77 and Hawkins was \$ 819.77. Hallock purchased USA Bluebook pump. Motion by Baker seconded by Ellenberger to withdraw funds from Depreciation Fund. 7-Ayes. Motion carried. Hallock will also get old pump fixed (if not too expensive) as a backup.

## RADIO READ

METERS: Hallock stated we have 48 radio read meters in stock and training is September 13<sup>th</sup> and 14<sup>th</sup>. Wallace would like him to set up a change out schedule.

## WORKHORSE

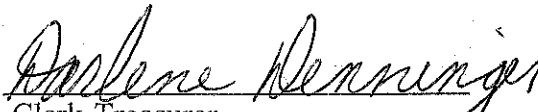
## CONFER-

ENCE: Wallace approved Denise attending the Workhorse Software Conference in Wausau on October 14<sup>th</sup>.

VOUCHERS Motion by Baker seconded by Ellenberger to approve following invoices #6569-#6582. 7-Ayes. Motion carried.

ADJOURN: Motion by Podratz seconded by Baker to adjourn. Motion carried. Meeting adjourned.

  
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President


  
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Clerk-Treasurer

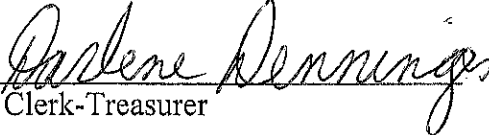
MINONG WATER UTILITY

As continuance of Regular Board Meeting on September 19, 2011.

MINUTES: Motion by Baker seconded by Ellenberger to approve minutes of September 6, 2011. 7-Ayes. Motion carried.

ADJOURN: Motion by Podratz seconded by Baker to adjourn. Motion carried. Meeting adjourned.

  
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President

  
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Clerk-Treasurer

MINONG WATER UTILITY

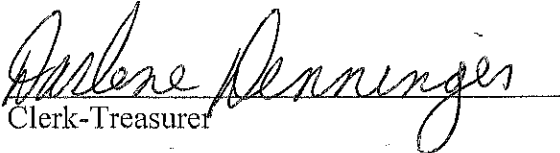
As continuance of Regular Board Meeting on October 3, 2011.

MINUTES: Motion by Ellenberger seconded by Nelson to approve minutes of September 19, 2011. 7-Ayes. Motion carried.

VOUCHERS: Motion by Baker seconded by Ellenberger to approve following invoices: #6583 - #6597. 7-Ayes. Motion carried.

ADJOURN: Motion by Podratz seconded by Baker to adjourn. Motion carried. Meeting adjourned.

  
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President

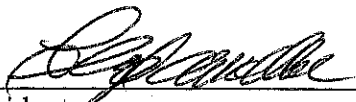
  
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Clerk-Treasurer

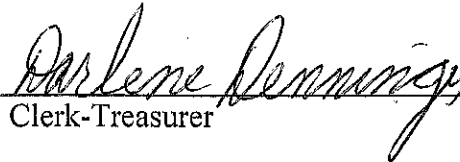
## MINONG WATER UTILITY

As continuance of Regular Board Meeting on October 17, 2011.

MINUTES: Motion by Baker seconded by Johnson to approve minutes of October 3, 2011. 7-Ayes. Motion carried.

ADJOURN: Motion by Podratz seconded by Baker to adjourn. Motion carried. Meeting adjourned.

  
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President

  
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Clerk-Treasurer

## MINONG WATER UTILITY

As continuance of Regular Board Meeting on November 7, 2011.

MINUTES: Motion by Ellenberger seconded by Nelson to approve minutes of October 17, 2011. 7-Ayes. Motion carried.

HANSON: Deb Hanson requested an adjustment on her utility bill as she did not know why usage was so high. Motion by Baker seconded by Nelson to deduct 65,800 gallons from her bill leaving a usage as an estimated 7200 gallons. 7-Ayes. Motion carried. Board would like letter sent to property owner Linda Stopinski informing her of adjustment and that this will only be a one time adjustment.

METERS: Wehmhoefer informed board that there are approximately 20 radio read meters installed. Cross connections are being done at the same time. Wallace would like a total cost brought to budget meeting on November 15<sup>th</sup>.

DNR LETTER: Discussion held regarding DNR annual inspection letter. Board reviewed letter and referred to budget meeting.

STUBBED IN  
SERVICES

ON WALNUT: Board Discussed the stubbed in services on Walnut Street. Motion by Wallace seconded by Schaefer to not charge Lord's service to present home because it was villages choice to move off their premises. 7-Ayes. Motion carried.

VOUCHERS: Motion by Baker seconded by Ellenberger to approve following invoices #6598-6619. 7-Ayes. Motion carried.

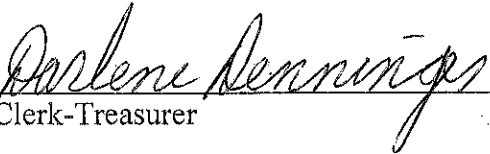
## MINONG WATER UTILITY

PAGE TWO

NOVEMBER 7, 2011

ADJOURN: Motion by Podratz seconded by Baker to adjourn. Motion carried. Meeting Adjourned.

  
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 President

  
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 Clerk-Treasurer

## MINONG WATER UTILITY

As continuance of Regular Board Meeting on December 5, 2011.

MINUTES: Motion by Ellenberger seconded by Nelson to approve minutes of November 7, 2011. 6-Ayes. Motion carried.

## CHANGE

ORDER #2: Teresa Anderson-MSA submitted change order #2 to board. See back of page for items and cost. Ellenberger asked why so many things were missed. Wallace stated he felt engineering should have caught some of these matters. Discussion held. Motion by Ellenberger seconded by Schaefer to approve change order #2 but would like to discuss several matters with MSA. 6-Ayes. Motion carried.

REMOTE  
READ

METERS: Hallock submitted balance on changing out all meters. Cost was \$ 49,287 and is only good until 12/31. He stated that he does a cross connection at same time as change out. Motion by Schaefer seconded by Nelson to replace all meters with funds being withdrawn 50-50 water & sewer extension funds. 6-Ayes. Motion carried.

## LINE

TRACER: Hallock brought prices in on a Fisher TW-8800 line tracer as follows:


- |                                |             |
|--------------------------------|-------------|
| 1. Mitchell Instrument Company | \$ 3,195.00 |
| 2. USA Blue Book               | 3,219.95    |
| 3. Living Essentials           | 3,375.00    |

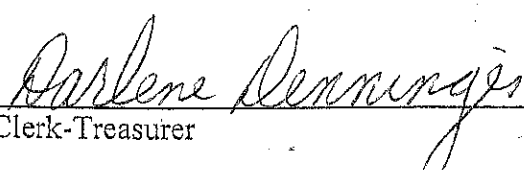
Discussion held and board would like Teresa Anderson-MSA to check on equipment other municipalities use. Motion by Nelson seconded by Ellenberger to table this matter until the January 3<sup>rd</sup> meeting. 6-Ayes. Motion carried.

MINONG WATER UTILITY  
PAGE TWO  
DECEMBER 5, 2011

VOUCHERS: Motion by Ellenberger seconded by Podratz to approve following invoices #6620-6638. 6-Ayes. Motion carried.

ADJOURN: Motion by Podratz seconded by Ellenberger to adjourn. Motion carried. Meeting adjourned.

  
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President

  
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Clerk-Treasurer