

## MINONG WATER UTILITY MINUTES

As continuance of Regular Board Meeting held on January 6<sup>th</sup>, 2020 at 6:00 p.m.

MINUTES: Motion by Wallace, seconded by Haime to approve the minutes from the Public Budget Hearing on December 2<sup>nd</sup>, 2019. 6-Ayes. Motion carried. Motion by Lee, seconded by Ellenberger to approve the Regular Board Meeting minutes on December 2<sup>nd</sup>, 2019. 6-Ayes. Motion carried. Motion by Lee, seconded by Podratz to approve the minutes of the Special Board Meeting on December 23<sup>rd</sup>, 2019. 6-Ayes. Motion carried.

TREASURER'S  
REPORT:

Motion by Lee, seconded by Ellenberger to approve and accept the December 2019 Treasurer Report. Voucher #: 29803-29806 of the General Fund Pooled Checking and Voucher #: 29885-29969. Payroll Voucher #: V2704-V2738 of the New Pooled General Fund Checking. 6-Ayes. Motion carried.

NEXT MEETING: Next Regular Board Meeting, Monday February 3<sup>rd</sup>, 2020 at 6:00 p.m.

ADJOURN: Motion by Podratz seconded by Ellenberger to adjourn. 6-Ayes. Motion carried. Meeting adjourned.

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Village President

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Clerk Treasurer

## MINONG WATER UTILITY MINUTES

As continuance of Regular Board Meeting held on February 3, 2020 at 6:00 p.m.

MINUTES: Motion by Haime, seconded by Jelinek to approve the minutes from the Regular Board meeting on January 6, 2020. 6-Ayes. Motion carried. Motion by Podratz, seconded by Wallace to approve the minutes from the Streets Committee meeting on January 14, 2020. 6-Ayes. Motion carried. Motion by Wallace seconded by Ellenberger to approve the Special Board meeting minutes from January 20, 2020. 6-Ayes. Motion carried.

TREASURER'S  
REPORT:

Motion by Haime, seconded by Ellenberger to approve and accept the January 2020 Treasurer Report as presented. Voucher #: 29970-30015 and

Payroll Vouchers V2748-V2775 of the New General Pooled Cash. 6-Ayes. Motion carried.

UTILITIES: Clerk Janel Lee informed the board that when the new Truck for Streets/Water/Sewer was purchased; the portion allocated to Water and Sewer was overlooked. Clerk confirmed that Water & Sewer should reimburse their portion of the truck to the General Streets fund to pay-off that portion of the combined Loader/new truck loan through Shell Lake State Bank.

NEXT MEETING: Next Regular Board Meeting, Monday March 2nd, 2020 at 6:00 p.m.

ADJOURN: Motion by Podratz seconded by Ellenberger to adjourn. 6-Ayes. Motion carried. Meeting adjourned.

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Village President

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Clerk/Treasurer

## MINONG WATER UTILITY MINUTES

As continuance of Regular Board Meeting held on March 2, 2020 at 6:00 p.m.

MINUTES: Motion by Ellenberger, seconded by Haime to approve the meeting minutes from February 2<sup>nd</sup>, 2020. 7-Ayes. Motion carried. Motion by Podratz, seconded by Wallace to approve the Streets Committee meeting minutes from February 7, 2020. 7-Ayes. Motion carried.

TREASURER'S REPORT: Motion by Lee, seconded by Haime to approve and accept the February 2020 Treasurer Report as presented. Voucher #: 30022-30091 and Payroll Vouchers V2776-V2804 of the General Pooled Cash. 7-Ayes. Motion carried.

STREETS & ALLEYS: The Village of Minong received one bid for the new public work's equipment building. Chairman Bobin opened the bid proposal from Northwest Builders, Inc. Total proposal cost \$684,990.00. No other proposals were received. The Streets committee scheduled their meeting to review the proposal in detail on March 9<sup>th</sup>, 2020 at 8:00 a.m. in the Minong Village Hall.

LINE STRIPER ZERO TURN MOWER: Brief discussion on 2020 budgeted items; a new line striper and zero turn mower. Motion by Lee, seconded by Ellenberger to purchase the line striper for \$3,797.00 from Sherwin Williams. 7-Ayes. Motion carried.

Motion by Lee, seconded by Jelinek to purchase the new John Deere Zero Turn mower for \$6,812.54. Money for line striper to be taken from the Streets fund. Zero Turn from Streets, Water & Sewer. 7-Ayes. Motion carried.

NEXT MEETING: Next Regular Board Meeting, Monday April 6, 2020 at 6:00 p.m.

ADJOURN: Motion by Podratz seconded by Ellenberger to adjourn. 7-Ayes. Motion carried. Meeting adjourned.

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Village President

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Clerk/Treasurer

**MINONG WATER UTILITY MINUTES**

As continuance of Regular Board Meeting held on May 4th, 2020 at 6:00 p.m.

AGENDA: Motion by Wallace, seconded by Jelinek to approve the agenda. 7-Ayes. Motion carried.

**CONSENT**

AGENDA ITEMS: Regular Business. Motion by Ellenberger, seconded by Lee to approve the following Consent Agenda. 7-Ayes. Motion carried. Items: Regular Board Teleconference meeting minutes from April 6<sup>th</sup>, 2020; April 2020 Treasurer Report as presented. Voucher #: 30148-30195 and Payroll Vouchers V2839-V2866 of the General Pooled Cash.

UTILITIES: William Hallock informed the board of a minor back up from our sewer/water system located at 801 Pine Street. William Hallock informed the owner to call the Village office with any damage report, if applicable. At this time, the owner has not called the Village office to report any damage concerns due to the back-up.

NEXT MEETING: Next Regular Board Meeting, Monday June 1st, 2020 at 5:00 p.m.

ADJOURN: Motion by Podratz seconded by Ellenberger to adjourn. 7-Ayes. Motion carried. Meeting adjourned.

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Village President

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Clerk/Treasurer

**MINONG WATER UTILITY MINUTES**

As continuance of Regular Board Meeting held on June 1st, 2020 at 5:00 p.m.

AGENDA: Motion by Wallace, seconded by Ellenberger to approve the agenda. 6-Ayes. Motion carried.

MINUTES: Motion by Ellenberger, seconded by Jelinek to approve the minutes of the Regular Board Meeting from May 4<sup>th</sup>, 2020. 6-Ayes. Motion carried.

MAY TREASURER'S REPORT: Motion by Lee, seconded by Ellenberger to approve the May 2020 treasurer's report as presented. Voucher #'s 30196 – 30249 and Payroll Vouchers: V2867-V2894.

NEXT MEETING: Next Regular Board Meeting, Monday July 6th, 2020 at 5:00 p.m.

ADJOURN: Motion by Podratz seconded by Ellenberger to adjourn. 6-Ayes. Motion carried. Meeting adjourned.

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Village President

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Clerk/Treasurer

**MINONG WATER UTILITY MINUTES**

As continuance of Regular Board Meeting held on July 6th, 2020 at 5:00 p.m.

- AGENDA: Motion by Wallace, seconded by Ellenberger to approve the agenda. 6-Ayes. Motion carried.
- MINUTES: Motion by Ellenberger, seconded by Jelinek to approve the minutes of the Regular Board Meeting from June 1st, 2020. 6-Ayes. Motion carried.
- JUNE TREASURER'S REPORT: Motion by Haime, seconded by Ellenberger to approve the May 2020 treasurer's report as presented. Voucher #'s 30250-30296 and Payroll Vouchers: V2895-2928. 6-Ayes. Motion carried.
- UTILITIES: Clerk Lee provided a copy of the 2019 Consumer Confidence Report to the Board. Copies are available in the village office upon request and a copy has been posted on the village website for the public to review at their convenience.
- NEXT MEETING: Next Regular Board Meeting, Monday August 3, 2020 at 5:00 p.m.
- ADJOURN: Motion by Podratz seconded by Ellenberger to adjourn. 6-Ayes. Motion carried. Meeting adjourned.

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Village President

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Clerk/Treasurer

## MINONG WATER UTILITY MINUTES

As continuance of Regular Board Meeting held on August 3, 2020 at 5:00 p.m.

AGENDA: Motion by Ellenberger, seconded by Wallace to approve the agenda. 6-Ayes. Motion carried.

MINUTES: Motion by Haime, seconded by Wallace to approve the minutes of the Regular Board Meeting from July 6th, 2020 with one correction on the abstention of Jelinek for the ADRC motion. 6-Ayes. Motion carried. Motion by Jelinek, seconded by Podratz to approve the minutes from the Special Board Meeting held on July 22<sup>nd</sup>, 2020. 6-Ayes. Motion carried.

JULY TREASURER'S REPORT: Motion by Haime, seconded by Ellenberger to approve the July 2020 treasurer's report as presented. Voucher #'s 30297-30349 and Payroll Vouchers: V2929-2957. 6-Ayes. Motion carried.

UTILITIES  
CHECK VALVE AT  
WELL #2: Hallock informed the board that at well #2 the flange on the check valve was cracked and needed repair. Hallock took the pump out of service, replaced it with a back-up and it has now been repaired by Water Well Solutions.

NEXT MEETING: Next Regular Board Meeting, Monday September 7th, 2020 at 5:00 p.m.

ADJOURN: Motion by Podratz seconded by Ellenberger to adjourn. 6-Ayes. Motion carried. Meeting adjourned.

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Village President

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Clerk/Treasurer

**MINONG WATER UTILITY MINUTES**

As continuance of Regular Board Meeting held on September 1st, 2020 at 5:00 p.m.

- AGENDA: Motion by Ellenberger, seconded by Wallace to approve the agenda. 6-Ayes. Motion carried.
- MINUTES: Motion by Podratz, seconded by Jelinek to approve the regular board meeting minutes from August 3<sup>rd</sup>, 2020. 6-Ayes. Motion carried. Motion by Lee, seconded by Ellenberger to approve the special board meeting minutes from August 25<sup>th</sup>, 2020. 6-Ayes. Motion carried.
- TREASURER'S REPORT: Motion by Haime, seconded by Ellenberger to approve the August 2020 treasurer's report as presented. Voucher #'s 30350-30389 and Payroll Vouchers: V2958-2984. 6-Ayes. Motion carried.
- NEXT MEETING: Next Regular Board Meeting, Monday October 5th, 2020 at 5:00 p.m.
- FIRST BUDGET WORKSHOP: First budget workshop will be held on October 8<sup>th</sup>, 2020 at 5:00 p.m.
- ADJOURN: Motion by Podratz seconded by Ellenberger to adjourn. 6-Ayes. Motion carried. Meeting adjourned.

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Village President

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Clerk/Treasurer



## MINONG WATER UTILITY MINUTES

As continuance of Regular Board Meeting held on October 5th, 2020 at 5:00 p.m.

AGENDA: Motion by Ellenberger, seconded by Haime to approve the agenda. 6-Ayes. Motion carried.

MINUTES: Motion by Wallace, seconded by Podratz to approve the regular board meeting minutes from September 1st, 2020 with correction on wording for the drench shower from recommended to “required” by the safety inspector. 6-Ayes. Motion carried. Motion by Haime, seconded by Ellenberger to approve the finance committee meeting minutes from September 16<sup>th</sup>, 2020 6-Ayes. Motion carried.

TREASURER’S REPORT: Motion by Haime, seconded by Lee to approve the September 2020 treasurer’s report as presented. Voucher #'s 30390-30442 and Payroll Vouchers: V2985-3019. 6-Ayes. Motion carried.

### LIFT STATION ANNUAL CHECK & SEAL

FAILURE: The Village is due for the annual check at the six lift stations. There is also a seal failure light at the number two pump at the main lift station. Hallock presented to the board a quote from WW Geotsch for the annual check and seal repair of \$2,113.00. Motion by Lee, seconded Wallace to approve the expenditure for the annual checks and seal failure repair. 6-Ayes. Motion carried.

### FIRST BUDGET

WORKSHOP: First Budget Workshop is tentatively scheduled for October 8<sup>th</sup>, 2020 at 5:00 p.m.

### SECOND BUDGET

WORKSHOP: Second Budget Workshop is tentatively scheduled for October 22<sup>nd</sup>, 2020 at 5:00 p.m.

NEXT MEETING: Next Regular Board Meeting, Monday November 2nd, 2020 at 5:00 p.m.

ADJOURN: Motion by Podratz seconded by Ellenberger to adjourn. 6-Ayes. Motion carried. Meeting adjourned.

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Village President

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Clerk/Treasurer

## MINONG WATER UTILITY MINUTES

As continuance of Regular Board & Budget Meeting held on October 22nd, 2020 at 5:00 p.m.

AGENDA: Motion by Ellenberger, seconded by Haime to approve the agenda. 5-Ayes. Motion carried.

MINUTES: Motion by Haime, seconded by Lee to approve the October 5, 2020 regular board minutes with the correction on the meeting date in the “call to order” section from the previous September board meeting to October 5<sup>th</sup>, 2020. 5-Ayes. Motion carried.

WATER BUDGET WORK: The board reviewed the status of the 2021 Budget of Water Utility revenues and expenditures by line item.

CLOSED SESSION: Motion by Podratz, seconded by Haime to go into closed session pursuant to WI Stats 19.85 (1)(c) to consider employment, compensation, or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility. Board to reconvene into open session. 5-Ayes. Motion carried.

ACTION ON CLOSED SESSION: Motion by Lee, seconded by Ellenberger to reconvene into open session. 5-Ayes. Motion carried. Motion by Haime, seconded by Lee to give William Hallock a \$1.00 increase from his current rate of \$26.16 and Keith Wehmhoefer a \$1.50 increase from his current rate of \$20.52. 5-Ayes. Motion carried.

PUBLIC COMMENT: None.

NEXT MEETING: Next Regular Board Meeting, Monday November 2nd, 2020 at 5:00 p.m.

NEXT BUDGET WORKSHOP: Next Budget Workshop November 9<sup>th</sup>, 2020 at 5:00 p.m.

ADJOURN: Motion by Podratz seconded by Ellenberger to adjourn. 5-Ayes. Motion carried. Meeting adjourned.

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Village President

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Clerk/Treasurer

## MINONG WATER UTILITY MINUTES

As continuance of Regular Board & Budget Meeting held on November 2nd, 2020 at 5:00 p.m.

- AGENDA: Motion by Ellenberger, seconded by Haime to approve the agenda. 4-Ayes. Motion carried.
- MINUTES: Motion by Haime, seconded by Jelinek to approve the first budget workshop meeting minutes from October 22<sup>nd</sup>, 2020. 4-Ayes. Motion carried.
- TREASURER'S REPORT: Motion by Haime, seconded by Ellenberger to approve the October 2020 treasurer's report as presented. Voucher #'s 30443-30485 and Payroll Vouchers: V3020-3047. 4-Ayes. Motion carried.
- UTILITIES: Clerk Lee briefly updated the board on the hydrant install near the new Link RV Building site. DOT explained that since this was DOT owned, the village should have requested a permit to put in the hydrant. Jeff Emerson, from the DOT, will let Clerk Lee know if anything needs to be done at this point since the hydrant is already installed.
- WATER LEAK CREDIT REQUESTS: Bob Ericson, owner of 602 Second St in the Village, requested that the board consider a sewer credit for a broken pipe issue. Motion by Haime, seconded by Jelinek to approve a sewer credit to offset the water leak from broken pipes underneath the house. Clerk Lee to adjust the bill from \$887.49 to \$339.37. 6-Ayes. Motion carried.
- SECOND BUDGET WORKSHOP: Second Budget Workshop is scheduled for November 9<sup>th</sup>, 2020 at 5:00 p.m.
- NEXT MEETING: Next Regular Board Meeting, Monday December 7<sup>th</sup>, 2020 at 5:15 p.m.
- ADJOURN: Motion by Ellenberger seconded by Haime to adjourn. 6-Ayes. Motion carried. Meeting adjourned.

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Village President

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Clerk/Treasurer

## MINONG WATER UTILITY MINUTES

As continuance of Regular Board & Budget Meeting held on December 7th, 2020 at 5:15 p.m.

AGENDA: Motion by Ellenberger, seconded by Money to approve the agenda. 7-Ayes. Motion carried.

MINUTES: Motion by Haime, seconded by Podratz to approve the minutes from the Special Board Meeting held November 16<sup>th</sup>, 2020. 7-Ayes. Motion carried.

TREASURER'S REPORT: Motion by Haime, seconded by Ellenberger to approve the November 2020 treasurer's report as presented. Voucher #'s 30486-30575 and Payroll Vouchers: V3048-3081. 7-Ayes. Motion carried.

### 2021 WATER BUDGET

APPROVAL: Motion by Ruud, seconded by Haime to approve the 2021 Water Budget. Projected revenues of \$233,770 and expenses of \$231,339. 6-Ayes. Motion carried. Lee abstained.

### NEW SHOP BUILDING QUOTES FOR WELDER & CUTTER:

Brief discussion on Welder and Cutter quotes from Airgas and Praxair from Keith Wehmhoefer for the new shop/public works building. Motion by Podratz, seconded by Money to be expended from the remaining building loan funds for the new welder and cutter from Praxair in the amount of \$4648.60. 7-Ayes. Motion carried.

NEXT MEETING: Next Regular Board Meeting, Monday January 4th, 2021 at 5:00 p.m.

ADJOURN: Motion by Podratz seconded by Ellenberger to adjourn. 7-Ayes. Motion carried. Meeting adjourned.

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Village President

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Clerk/Treasurer