

**CALL TO ORDER:** The meeting of the Allenton Sanitary District Commission was called to order at 7:00 p.m., followed by the Pledge of Allegiance. The meeting notice was read. This meeting has been properly noticed.

**ROLL CALL:** Members present: President Bob Bingen; Commissioners, Jeff Infalt, Ron Hefter, Gary Karnitz, Dan Wolf; Secretary Wendy Fairbanks; Treasurer Jill Fieweger. MCO representative Pat Bougie and Dave Maule were present. Seven other people were also present during the meeting.

**ADOPTION OF AGENDA:** Motion by Karnitz to adopt the agenda as presented. Seconded by Hefter. Motion carried unanimously.

**APPROVAL OF MINUTES:** Minutes of the August 17, 2023, Allenton Sanitary District meeting were approved as presented. Motion by Wolf, seconded by Hefter. Motion carried unanimously.

**REVIEW OF BILLS AND AUTHORIZATION OF PAYMENT:** Bills for payment were reviewed. Motion by Infalt to approve check numbers 11304 through 11321, check numbers 10318 through 10320 and electronic payments as listed, in the amount of \$41,252.29. Seconded by Karnitz. Motion carried unanimously. No bills were questioned.

**REVIEW OF TREASURER'S REPORT AND RECONCILIATION:** The Treasurer's Report and bank reconciliation reports for the month of August 2023 were approved as presented. Motion by Karnitz, seconded by Hefter. Motion carried unanimously.

**MIDWEST CONTRACT OPERATIONS REPORT:** Pat Bougie and Dave Maule were at the meeting to present the report for last month. Maule read the monthly report as presented. On the Waste Water side Maule stated a new refrigerator was purchased and installed to store water samples. A new storage rack for the UV lamps was dropped off. The UV Banks are on their second season and Mulcahy Shaw recommends the lamps be changed out before their fourth season. They cost of replacing the lamps was noted. The water lube filters were replaced on the lift pump at the main lift station. Alum was refilled at the plant. Sludge samples were taken for testing before land application is done. Sabel came out and pulled the septic lift pump and replaced that impeller. Pictures showed the wear on the old one compared to the new impeller. Maule also stated the clarifier gear drive was inspected and the worm drive in the gear box was showing wear. Synthetic oil will be purchased to protect the worm drive from further wear. On the Water side, Wisconsin Hydrant inspected and repaired five hydrants that had issues when hydrants were flushed. Hydrant #39 in Farmer's Parking lot appeared to be hit again. The bolts were loose on the breakaway flange which caused water to leak out when the hydrant valve was opened. They tightened the flange to stop the leak and took pictures for future reference. Hydrant #2 had a broken traffic coupling that was repaired. Hydrant #3 needed a new nozzle section. Hydrants #49 & #50a had rust buildup that was cleaned out and both hydrants were resealed and oiled. Construction on Dekora Woods parking lot started 8/28/23. The MCO representative met with contractor to make sure all valve covers were flush with the asphalt. On 9/4/23 construction was completed, and all valve covers were set correctly. Water meters were read 9/6/23. Demolition on the Feed Mill started 9/12/23. The water meter was removed. Wondra Excavating will excavate and abandon the laterals on 9/21/2023.

Pictures will be taken for the records. The chlorine pump at Well 2 was not working to capacity. The well was put on backup so the pump could be pulled and rebuilt. The wet end was rebuilt and the pump was re-installed and is back on line. Eight meters were replaced on Church St. Ten lead and copper samples were scheduled to be taken around town. There were no alarms for the month. Purchases were discussed and it was noted that Badger State will come to haul the sludge. Upcoming projects were mentioned. Bingen inquired about lead and copper testing. Hefter asked about replacing lead pipes in the community. Bougie stated he hadn't found any lead pipes yet but that older houses built before 1950 would probably have them. He will look at the maps to determine if there are any in the community. He stated there was more evidence of lead detected in the solder. Hefter also asked if there was a map showing the different hydrant numbers. Bougie said he would e-mail the information to the Board if they were interested.

**APPOINTMENT OF DEPUTY SECRETARY:** President Bingen stated he spoke with Secretary Fairbanks and Treasurer Fieweger about changing who would be taking minutes for the Sanitary District. Fairbanks accepted the offer by Fieweger to do the minutes for the Sanitary District. A motion was made by Hefter to appoint Jill Fieweger as Deputy Secretary and she will take the minutes for the Allenton Sanitary District going forward. Seconded by Wolf. Motion carried unanimously.

**CONSIDERATION OF DEDUCTIBLE CHANGE FOR LIABILITY INSURANCE:** Secretary Fairbanks explained that the Horton Liability Insurance premium amount could be reduced by increasing the deductible on the policy. After some discussion, Karnitz made a motion to increase the deductible from \$500.00 to \$1,000.00 to reduce the premium. Seconded by Wolf. There will be a cost savings of \$170.00. Motion carried unanimously.

**CONSIDERATION OF SEWER UTILITY RATE INCREASE:** Past sewer utility rate increases were reviewed. Motion by Wolf to increase the sewer utility rate 3% for 2024. Seconded by Hefter. Motion carried unanimously.

**CONSIDERATION OF DNR REPLACEMENT ACCOUNT TRANSFERS:** The account balance of the DNR Replacement account is currently at the required level. Expenses that could be paid for with Replacement Account Funds were reviewed. The motion was made by Infalt to take out the funds that were required to be withdrawn by the DNR. Seconded by Karnitz. Motion carried unanimously.

**DISCUSSION REGARDING EXTENSION OF WATER/SEWER SERVICE ON WEIS ST:** There was discussion about a resident who purchased two lots on Weis St. and wanted to build a duplex on the property. The property would need to have water and sewer service in order for the Plan Commission to approve a duplex. Bingen asked the Board if they wanted to do a survey of the residents in the area, to see if they would be interested in hooking up to the water /sewer service. There was discussion about Town growth and lot sizes. There was a consensus of the Board to move forward and send notices to the residents to have a meeting to gather input from residents on Weis St.

**CONSIDERATION OF CREDIT CARD PROCESSING:** Fieweger explained the details for processing credit card transactions thru the company Government Window. The service would be free to the Town and any service charges are paid by the customer. They guarantee funds and have local support. They can also work with the Workhorse program that is currently being used by the ASD. Fieweger

explained there was a 30-day cancellation policy if it did not work well and she was optimistic about working with the program. Karnitz made a motion to start using Government Window for credit card processing. Seconded by Hefter. Motion carried unanimously.

COMMUNICATIONS: Fieweger presented a quote from NEC for phone service to the Sanitary District Office. They currently have four lines with Charter Communications and wanted to reduce the cost. Fieweger stated they would cancel the fax line and possibly the line for the chatter box. This chatterbox line goes to the lift station and may not be working, she will look into it. This change would not affect the internet service or any of the alarms. A motion was made by Infalt to have the Sanitary District phone lines changed over to NEC phone service. Seconded by Hefter. Motion carried unanimously.

It was also requested that the Budget Workshop originally scheduled for Monday 10/9/2023 be moved to 10/10/2023 at 6:00 pm due to a schedule conflict. The Board agreed to change the date.

PUBLIC COMMENT: None

ADJOURNMENT: Motion by Hefter to adjourn, seconded by Infalt. Motion carried to adjourn the meeting at 7:47 p.m.

Wendy Fairbanks, Secretary  
Allenton Sanitary District