

**Village of Egg Harbor
Utility Committee Meeting Minutes
Tuesday, November 21st, 2017 at 11:00 a.m.
Paul J. Bertschinger Community Center
7860 STH 42, Egg Harbor, WI 54209**

1. Call to Order and Approval of the Agenda

Heller called the meeting to order at 11:01 a.m. Those in attendance were John Heller, Adolf Walser, Tom Prohl, Tom Strong, Paul Peterson, Bert Sawyer, Ryan Heise, and Megan Vandermause. Absent was TC Johnson. Also in attendance from McMahan Engineering was Tom Kispert. In attendance in the audience were Joe Smith, Rob Pollman, and Chris Roedl.

Prohl moved to approve the agenda, second by Walser, motion carried.

2. Approve October 10, 2017 Meeting Minutes

Prohl moved to approve the October 10, 2017 meeting minutes, second by Strong, motion carried.

3. Open Session (Limited to Ten Minutes)

4. Bert Sawyer introduction

- Sawyer was introduced to the committee.
- Heller welcomed Sawyer aboard.
- Prohl asked if Sawyer worked for the Village before and Sawyer explained that he has not worked for the Village, but has worked for Baileys Harbor and Ephraim.
- Strong asked if Sawyer has all of the certifications he needs in order to run the Wastewater Treatment Plant. Sawyer explained that all of the certifications he has are the advanced certifications and he has all of the certification necessary to run the plant.
- Sawyer stated that he also has his septage hauling license.

5. Hauler account status

- Heller explained that during the last meeting the committee discussed the situation with Royal Flush.
- The committee reviewed Royal Flush's payment history and they are moving in the right direction.
- Heller asked if Ohnesorge checks in with the company regularly.
- Heise stated that it does not take much extra effort for Ohnesorge to check in with the company.
- Strong asked if the company pays their penalty first or if the penalty is added to the outstanding balance.
- Heise confirmed that the penalty is added to the outstanding balance.
- Vandermause explained the hauler invoicing process.
- The committee discussed that as long as the company continues to make payments there is not a need to turn them away.
- Heller suggested that the committee keep an eye on this.

6. Pools draining into sanitary sewer system

- Peterson stated that last month there were alarms that went off at the Mariner lift station.

- There was a home on Mariner that was pumping out their swimming pool into the sanitary sewer.
- Peterson said that he did a search on the internet and found that 12 gallons a minute can be pumped into the sewer, but this property was pumping more than this.
- Peterson said that staff told the pool attendants that the pool could not be pumped into the sanitary sewer system and the pool attendants stopped pumping into the sanitary sewer.
- Peterson stated that he is concerned with whether or not the chlorine was removed before the pool was drained into the system.
- Sawyer explained that chlorine is problematic to the WWTP.
- Peterson said that in the past there were pools that were drained into the sanitary sewer system, but the WWTP was notified.
- Prohl asked if the Village has a list of properties with pools.
- Prohl asked if it would be relatively inexpensive to send out a mailing to everyone to address this situation.
- Walser asked if draining of pools is used to flush lines, and Peterson said that in the past when there wasn't as much waste being pumped to the plant this was done.
- Staff will get some information on draining pools put together to send out with a utility billing.
- Strong asked if the mailer should be sent out around when the pools would be drained.
- Prohl suggested sending out a reminder after the mailer is sent out.

7. Major equipment replacement project close out

- Kispert stated that the last applications for payment were received from Sabel Mechanical.
- The work is done and the Village is pretty well set as long as nothing else pops up.
- Prohl confirmed that there is a one year warranty for the project.
- Kispert will get some record drawings and clean them up.

8. REU determination

- Heller stated that the REU determination is in regards to Shipwrecked and Hatch Distilling.
- Shipwrecked also has the opportunity during the reconstruction to correct the grease trap issue.
- There was a survey done in the Village to review commercial type property's facilities to determine REU charges.
- Various categories were set up to determine REUs for these properties.
- There is a brewery category.
- REUs for breweries is calculated by dividing the number of gallons used per day by 300 gallons.
- Flow metering separately and separate sampling can be done.
- Kispert said this may or may not be easy to determine.
- There is more than one way that these types of REUs can be looked at.
- A calculation for restaurants is pretty straight forward.
- The brewery and distillery are special cases that need to be looked at.
- Heller stated that when the plans are submitted for both businesses Kispert will determine the number of REUs.
- Kispert said that a simple letter describing the businesses would also help him determine REUs.

- Pollman asked if the Village is asking for Shipwreck's daily water usage to be determined.
- Pollman said that the brewery's water usage varies seasonally.
- Roedl asked if this would be done under an honor system or if there should be a flow meter installed.
- Roedl explained his estimated daily water usage for Hatch Distilling.
- Pollman stated that a ballpark number of gallons of water used per batch could be easily determined.
- Heller confirmed that the waste water will be looked at.
- Sawyer asked what Shipwrecked and Hatch will use to clean; Pollman and Roedl explained that a mild acid and a mild caustic are used.
- Average discharging pH is between 5 and 8.
- Strong asked how much it would cost to put in a flow meter during construction rather than installing it at a later time.
- Kispert explained that there is a portable flow meter option that could be installed after construction if necessary and this can be rented daily, weekly, or monthly. Renting a flow meter is pretty inexpensive.
- Kispert stated that installing a sampler is more expensive.
- The committee discussed that a flow meter is not necessary.
- Kispert explained that a water meter could be installed to measure the volume of water.
- Smith stated that there will be an in-ground grease trap installed at Shipwrecked and the necessary size is being researched.
- Smith said that he will make sure that the engineering firm receives the formula in the Village code.

9. Next Meeting Time and Date

The next meeting is December 19th, 2017 at 11:00 a.m.

10. Adjourn

Prohl moved to adjourn at 11:31 a.m., second by Heller, motion carried.

*Respectfully submitted by,
Megan Vandermause*