JOINT MEETING OF THE MARINETTE WATER & WASTEWATER UTILITIES
COMMISSIONS
****CITY HALL COUNCIL CHAMBERS****
1905 Hall Avenue Marinette, WI 54143

Monday, July 20, 2020 - 3:15 pm

1. Call the meeting to order: The meeting was called to order at 3:19 pm

2. Roll Call: Present Commissioners: K. Keller, D. Anderson, J. Zeratsky, B. Kopish (via go to meeting), K. West (via go to meeting)

   Excused: J. Kolaszewski, M. Shaffer

   Others present: Jackie Miller, City Finance Director, Doug Oitzinger, Ward 3 City Council Member (via go to meeting), Emily Harwood, Eagle Herald.

3. Motion to approve the agenda: A motion was made by Commissioner J. Zeratsky, seconded by Commissioner D. Anderson. Motion carried.

4. Public Comment limited to 5 minutes on agenda items only: Doug Oitzinger asked about the lobby at the water utility being closed along with requesting operations manager’s report in writing so he would have time to ask any questions on it.

Water Utility Agenda Items:

5. Approval of the Water Utility Bills paid June 1, 2020-June 30, 2020: A motion was made by Commissioner D. Anderson, seconded by Commissioner J. Zeratsky. Motion carried.

Wastewater Utility Agenda Items:

6. Approval of the Wastewater Utility Bills paid June 1 2020-June 30, 2020: A motion was made by Commissioner B. Kopish, seconded by Commissioner K. West. Motion carried.

7. Discussion and possible action regarding CMAR annual report: A motion was made by Commissioner J. Zeratsky, seconded by Commissioner D. Anderson. Motion carried.

Joint Utilities Agenda Items:

8. Approval of the minutes of the June 15, 2020 Joint Water and Wastewater Utility Meeting: A motion was made by Commissioner B. Kopish, seconded by Commissioner K. West. Motion carried.

9. Operations Manager Report: Warren Howard reported both the water and wastewater utilities lobbies will remain closed. The water utility has a drive through window customers have been making payments at and a drop box located by the post office and one in the water utility parking lot. The wastewater department is taking appointments for fluorescent light bulb recycling. The project for lift station #8 is in progress and moving forward. It may be done by the end of the week. The backhoe was delivered and 6 services have been replaced with 10 more to be completed. Warren and 2 employees traveled to New Hampshire to tour a wastewater plant using the bio solids treatment process currently being engineered for the wastewater utility. The engineers will meet with Warren this week to finalize the project. The process dries the bio solids to approximately 93% so the remaining bio solids will be hauled to a landfill. That contract is currently being negotiated with either Clean Harbors or Waste Management. It will take approximately 4-6 months to get it installed.

10. Business Manager Report: Dana Weber reported the office is working on implementing a new scanning machine to process check payments. The PSC has suspended disconnects due to Covid-19. Customers are utilizing the online services available and the drive up window.

Cc: (agenda w/encl) S Genisot, Mayor; Operations Manager, Warren Howard; City of Marinette Department Heads – City Attorney; L. Bero, City Clerk; J Miller, Finance Director; B Miller, Public Works Director; (agenda only) Council Members, J. Heckel, Fire Chief; J Mabry, Chief of Police; Eagle Herald; Peshtigo Times; Bay Cities Radio; City Hall Bulletin Board; Marinette Water Utility Plant
11. Budget/overtime review - Reviewed report. Revenue is down due to wet year and Covid-19

12. Discussion of possible future agenda items - Update on bio solids project.

13. Motion to adjourn: A motion was made by Commissioner D. Anderson, seconded by Commissioner J. Zeratsky to adjourn at 3:40 pm. Motion carried.

Respectfully Submitted – Dana Weber
Business Manager

B. Kopish - Secretary