



VILLAGE OF WEBSTER

“SPECIAL FULL BOARD” UTILITY MINUTES

Wednesday, October 22, 2014

6:00 p.m. @Village Office

7505 Main Street West, Webster, WI

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- I. CALL TO ORDER** – Village President, Jeff Roberts; called the meeting to order at 6:00 p.m.
- II. PRESENT** – Village President, Jeff Roberts; Utility Chairman, Darrell Sears; Trustee’s Charlie Weis, Greg Widiker, Tim Maloney and Kelsey Gustafson. Others: Mike Hagness, MSA. Absent: None.
- III. SCOPE OF SEWER PROJECT DISCUSSION** – The following items for inclusion in the spring 2015 sewer projects were discussed as follows:
- a) Electricity to the sewer treatment ponds was discussed. The cost to get electricity into that area was estimated in the amount of \$82,192.43. The majority of the board as well as Mike Hagness felt that this was an excessive cost and wasn’t really needed at this time. The possibility of doing so in the future will be looked at if needed.
 - b) The board decided that cleaning sludge from the treatment ponds will not be included in the scope of the project at this time.
 - c) A new utility truck will be investigated, however; Mike Hagness wanted the board to know that this may not qualify for grant monies for this project. He will look into this and keep the board apprised.
 - d) A camera for televising the sewer mains will be investigated as well. Mike Hagness also wanted the board to know that this may not qualify as well.

The following items that will be put into the grant paperwork as items FOR inclusion are as follows:

- 1. Replacing electric controls at the 3 lift stations situated throughout the village will be pursued.
- 2. Installing a new generator at lift station #1 will be pursued.
- 3. Replacing pumps at lift stations #1, #2 and #3 will be pursued.
- 4. Replacing approximately 30 to 40 manhole covers due to infiltration will be pursued.
- 5. An I & I (Infiltration and Inflow) Inspection will be pursued.
- 6. Relining old sewer mains will be pursued.
- 7. Replacing 2 manholes on East Fir Street will be pursued.
- 8. A new Sewer Jetter for sewer mains will be pursued.
- 9. Waterproofing manholes in low areas within the village will be pursued.

Motion was made by Trustee, Weis to accept items #1 - #6 into the scope of the spring 2015 sewer project. The board will then wait to hear from the WI Dept. of Administration to see if these are acceptable items to use the CDBG-PF Grant Funding for. Motion was seconded by Chairman, Sears.
Motion carried 6-0.

- IV. **GRANT ADMINISTRATION CONTRACT APPROVAL DISCUSSION** – Dave Rasmussen of MSA Professional Services had presented the full board a Professional Services Agreement for CDBG Grant Administration with the Village of Webster. This was done at the October 8, 2014 Regular Board Meeting. At that meeting, the board decided to table acceptance of the agreement until the next Regular Full Board Meeting. Since the board was meeting in full at this Special Board Meeting, the agreement was an item on the agenda to discuss. After discussion took place, a motion was made by Trustee, Weis to accept the agreement made between the Village of Webster and MSA Professional Services, Inc. to allow MSA to do the CDBG Administration for the spring 2015 Sewer Project that will be completed by December 31, 2016. The amount paid will be in the way of a lump sum in the amount of \$25,000 for those services. Motion was seconded by Chairman, Sears. **Motion carried 6-0.**
- V. There being no further business, the meeting was adjourned on a motion by Trustee, Maloney and seconded by Trustee, Widiker at 6:30 p.m. **Motion carried 6-0.**

Respectfully submitted,

Jeff Roberts

Village President

October 23, 2014

***These minutes are subject to approval at the next Regular Board Meeting.