

**TOWN OF GREENVILLE
SANITARY DISTRICT #1
REGULAR MEETING AGENDA**

DATE: Monday, January 8, 2018

TIME: Immediately Following Town Board Regular Meeting

LOCATION: Greenville Town Hall, W6860 Parkview Drive, Greenville, WI 54942

Agenda

1. CALL TO ORDER

2. POSTING OF AGENDA/APPROVAL OF AGENDA

3. PUBLIC COMMENT FORUM

Members of the public are welcome to address the Sanitary District/Storm Water Utility. Individuals wishing to speak on an item (whether on the agenda or not) must sign in prior to the start of the meeting and may speak during the Public Comment Forum segment of the meeting. This segment is placed early in the agenda so the public may make their comments prior to any discussion or action by the Town Board. Individual comments are limited to no more than three minutes each. The Public Input section is limited to a total of 15 minutes.

The Town Board may suspend this rule if deemed necessary. Once the public input segment ends there will be no additional discussion from the audience. Note regarding non-agenda Town related matters: Pursuant to WI Statutes 19.83(2) and 19.84(2), the public may present matters; however, they cannot be discussed or acted upon until specific notice of the subject matter of the proposed action can be given.

4. CONSENT AGENDA

(Items on the Consent Agenda are routine in nature and require one motion to approve all items listed. Prior to voting on the Consent Agenda, items on the Consent Agenda may be removed at the request of any Supervisor and addressed immediately following the motion to approve the other items on the Consent Agenda.)

- a. Approval of Regular Sanitary District #1 Meeting Minutes, December 11, 2017.
- b. Approval of January 2018 Sanitary District #1 Vouchers.
- c. Routine Reports.
 - i. Water Superintendent
 - ii. Fox West Regional Sewerage Commission Minutes.

5. ITEMS REMOVED FROM CONSENT AGENDA(as necessary)

6. NEW BUSINESS

- a. Discussion and Possible Action: Reject the Low Bid of \$211,206.80 from Immel Excavating for the Highway 15 Project.
- b. Discussion and Possible Action: Sewer Rate Increase.

7. ADJOURNMENT

Wendy Helgeson, Town Clerk
Dated/Posted: January 4, 2018

**TOWN OF GREENVILLE
SANITARY DISTRICT #1
REGULAR MEETING MINUTES**

DATE: Monday, December 11, 2017

TIME: Immediately Following Town Board Regular Meeting

LOCATION: Greenville Town Hall, W6860 Parkview Drive, Greenville, WI 54942

Agenda

1. CALL TO ORDER

The meeting was called to order at 6:55 p.m.

PRESENT: Jack Anderson, Dean Culbertson, Andy Peters, Mark Strobel, Mike Woods

2. POSTING OF AGENDA/APPROVAL OF AGENDA

Motion by Mark Strobel, second by Andy Peters to approve the agenda. Motion carried 5-0.

3. PUBLIC COMMENT FORUM

Motion by Jack Anderson, second by Mark Strobel to close public comment forum. Motion carried 5-0.

4. CONSENT AGENDA

(Items on the Consent Agenda are routine in nature and require one motion to approve all items listed. Prior to voting on the Consent Agenda, items on the Consent Agenda may be removed at the request of any Supervisor and addressed immediately following the motion to approve the other items on the Consent Agenda.)

- a. Approval of Regular Sanitary District #1 Meeting Minutes, November 13, 2017.
- b. Approval of December 2017 Sanitary District #1 Vouchers.
- c. Routine Reports.
 - i. Water Superintendent
 - ii. Fox West Regional Sewerage Commission Minutes.

Dan Klansky informed the commission that the Hwy. 15 project is suspended because funding was not approved in the state's budget; no future date has been set. Joel is hesitant to continue with the moving of the utilities (a project that was previously approved) because of the unknown details of when the project will proceed.

Motion by Dean Culbertson, second by Mark Strobel to approve the consent agenda. Motion carried 5-0.

5. ITEMS REMOVED FROM CONSENT AGENDA(as necessary)

6. NEW BUSINESS

- a. Discussion and Possible Action: Purchasing of a Replacement Fleet Truck. This purchase was previously budgeted for. It will take approximately 4-6 months to receive the truck and will be paid for in 2018. Motion by Jack Anderson, second by Mark Strobel to approve the purchase of a replacement fleet truck. Motion carried 5-0.
- b. Discussion and Possible Action: Repair of Sewer Vault Located on Hwy. 76 & School Road.

Motion by Mark Strobel, second by Andy Peters to approve the repair of the sewer vault located on Hwy.76 and School Road. Motion carried 5-0.

7. **ADJOURNMENT**

Motion by Mark Strobel, second by Jack Anderson to adjourn. Motion carried 5-0.
Meeting adjourned at 7:05 p.m.

Wendy Helgeson, Town Clerk
Approved:

TOWN OF GREENVILLE

Payment Approval Report - Sanitary District unpaid invoices
Report dates: 12/12/2017-1/8/2018Page: 1
Jan 04, 2018 10:34AM

Vendor	Vendor Name	GL Account and Title	Invoice Number	Description	Invoice Date	Net Invoice Amount
Appleton Electronics Supply LLC						
136	Appleton Electronics Supply LLC	610-6410-340 OPERATION SUPPLIES	20654	wire f/well	10/23/2017	63.00
136	Appleton Electronics Supply LLC	610-6410-340 OPERATION SUPPLIES	20687	wire f/well	10/31/2017	8.60
Total Appleton Electronics Supply LLC:						71.60
Aramark Uniform Services						
141	Aramark Uniform Services	610-6410-340 OPERATION SUPPLIES	1677755675	rugs/uniforms	12/05/2017	7.37
141	Aramark Uniform Services	610-6410-340 OPERATION SUPPLIES	1677760186	rugs/uniforms	12/12/2017	7.37
141	Aramark Uniform Services	610-6410-340 OPERATION SUPPLIES	1677764611	rugs/uniforms	12/19/2017	7.37
Total Aramark Uniform Services:						22.11
AT & T U-verse						
4593	AT & T U-verse	610-9210-221 TELEPHONE	140987787 DE	GSD internet acct#140987787	12/16/2017	79.99
Total AT & T U-verse:						79.99
Bassett Mechanical						
155	Bassett Mechanical	610-6410-340 OPERATION SUPPLIES	6031242C	maintenance contract	01/02/2018	246.30
155	Bassett Mechanical	620-8270-340 OPERATING SUPPLIES	6031242C	maintenance contract	01/02/2018	246.30
Total Bassett Mechanical:						492.60
BMO Harris Bank N.A. - Payments						
5203	BMO Harris Bank N.A. - Payment	610-6000-340 SUPPLIES	GSD STMT NO	acct# 5112 7700 0013 9065	12/04/2017	36.59
5203	BMO Harris Bank N.A. - Payment	610-6410-320 SEMINARS AND TRAINI	TOWN STMT	acct# 5112 7700 0002 3400	11/30/2017	32.80
5203	BMO Harris Bank N.A. - Payment	610-9210-311 COMPUTERS	GSD STMT NO	acct# 5112 7700 0013 9065	12/04/2017	1,891.44
5203	BMO Harris Bank N.A. - Payment	610-9210-311 COMPUTERS	TOWN STMT	acct# 5112 7700 0002 3400	11/30/2017	58.15
5203	BMO Harris Bank N.A. - Payment	610-9210-312 POSTAGE	GSD STMT NO	acct# 5112 7700 0013 9065	12/04/2017	14.78
5203	BMO Harris Bank N.A. - Payment	610-9210-312 POSTAGE	TOWN STMT	acct# 5112 7700 0002 3400	11/30/2017	8.62
5203	BMO Harris Bank N.A. - Payment	620-8270-320 TRAINING AND SEMINA	TOWN STMT	acct# 5112 7700 0002 3400	11/30/2017	32.80
5203	BMO Harris Bank N.A. - Payment	620-8510-311 COMPUTERS	GSD STMT NO	acct# 5112 7700 0013 9065	12/04/2017	1,891.44
5203	BMO Harris Bank N.A. - Payment	620-8510-311 COMPUTERS	TOWN STMT	acct# 5112 7700 0002 3400	11/30/2017	58.15
Total BMO Harris Bank N.A. - Payments:						4,024.77
BW Supply						
208	BW Supply	620-8270-340 OPERATING SUPPLIES	12864682-00	sanitary repair	12/21/2017	105.60
Total BW Supply:						105.60
CBS Squared Inc						
5127	CBS Squared Inc	610-9230-210 ENGINEERING	3836	Well 5	12/07/2017	2,905.75
Total CBS Squared Inc:						2,905.75
Civic Systems, LLC						
245	Civic Systems, LLC	610-9210-311 COMPUTERS	CVC16085	semi annual software support fees	12/26/2017	583.50
245	Civic Systems, LLC	620-8510-311 COMPUTERS	CVC16085	semi annual software support fees	12/26/2017	583.50
Total Civic Systems, LLC:						1,167.00
Clean Water Testing						
246	Clean Water Testing	610-6410-341 OPERATING EXP CRES	0138198-IN	coliform/e-coli bacti testing crestvi	12/19/2017	19.60

Vendor	Vendor Name	GL Account and Title	Invoice Number	Description	Invoice Date	Net Invoice Amount
Total Clean Water Testing:						19.60
Complete Office						
204	Complete Office	610-9210-310 OFFICE SUPPLIES AND	205888	office supplies	12/06/2017	11.65
204	Complete Office	610-9210-310 OFFICE SUPPLIES AND	205891	office supplies	12/06/2017	1.60
204	Complete Office	610-9210-310 OFFICE SUPPLIES AND	211414	a/p approval stamps	12/13/2017	34.03
204	Complete Office	610-9210-310 OFFICE SUPPLIES AND	218579	office supplies	12/26/2017	33.55
204	Complete Office	620-8510-310 OFFICE SUPPLIES AND	205888	office supplies	12/06/2017	11.65
204	Complete Office	620-8510-310 OFFICE SUPPLIES AND	205891	office supplies	12/06/2017	1.60
204	Complete Office	620-8510-310 OFFICE SUPPLIES AND	211414	a/p approval stamps	12/13/2017	34.03
204	Complete Office	620-8510-310 OFFICE SUPPLIES AND	218579	office supplies	12/26/2017	33.55
Total Complete Office:						161.66
Crane Engineering Sales, Inc.						
260	Crane Engineering Sales, Inc.	610-6000-290 CONTRACTED SERVIC	332238-00	well 2 floor	09/29/2017	6,250.00
Total Crane Engineering Sales, Inc.:						6,250.00
Dan Klansky						
4528	Dan Klansky	610-9260-133 CLOTHING ALLOW	REIMB WORK	reimb work boots	12/17/2017	62.99
4528	Dan Klansky	610-9260-136 DENTAL/EYE/LIFE INS	DENTAL REIM	dental reimb	12/20/2017	179.60
4528	Dan Klansky	620-8540-133 CLOTHING ALLOW	REIMB WORK	reimb work boots	12/17/2017	63.00
4528	Dan Klansky	620-8540-136 DENTAL/EYE/LIFE INS	DENTAL REIM	dental reimb	12/20/2017	179.60
Total Dan Klansky:						485.19
Davel Engineering & Environmental Inc						
4791	Davel Engineering & Environment	610-9230-210 ENGINEERING	317335	sth 15 utility relocations	12/20/2017	374.12
4791	Davel Engineering & Environment	620-8520-210 ENGINEERING	317335	sth 15 utility relocations	12/20/2017	374.13
Total Davel Engineering & Environmental Inc:						748.25
Grand Chute Menasha West						
2018	Grand Chute Menasha West	620-8275-295 SEWAGE TREATMENT	4094	vactor waste disposal	12/12/2017	78.77
Total Grand Chute Menasha West:						78.77
Graphic Finishing						
399	Graphic Finishing	610-9210-310 OFFICE SUPPLIES AND	34044	Fall newsletter	12/12/2017	1,080.00
399	Graphic Finishing	620-8510-310 OFFICE SUPPLIES AND	34044	Fall newsletter	12/12/2017	1,080.00
Total Graphic Finishing:						2,160.00
Greenville Sanitary District						
2021	Greenville Sanitary District	610-6410-340 OPERATION SUPPLIES	105200 DEC20	town hall	12/11/2017	9.31
2021	Greenville Sanitary District	610-6410-340 OPERATION SUPPLIES	1813.00 DEC2	public works	12/11/2017	11.46
2021	Greenville Sanitary District	610-6410-340 OPERATION SUPPLIES	2494.00 DEC2	pump hs#2	12/11/2017	25.54
2021	Greenville Sanitary District	610-6410-340 OPERATION SUPPLIES	4.00 DEC2017	pump hs#4	12/11/2017	93.01
2021	Greenville Sanitary District	610-6410-340 OPERATION SUPPLIES	810.00 DEC20	pump hs#3	12/11/2017	25.54
2021	Greenville Sanitary District	620-8270-340 OPERATING SUPPLIES	105200 DEC20	town hall	12/11/2017	9.31
2021	Greenville Sanitary District	620-8270-340 OPERATING SUPPLIES	1813.00 DEC2	public works	12/11/2017	11.46
2021	Greenville Sanitary District	620-8270-340 OPERATING SUPPLIES	94.00 DEC201	lift stn#1	12/11/2017	25.54
Total Greenville Sanitary District:						211.17

Vendor	Vendor Name	GL Account and Title	Invoice Number	Description	Invoice Date	Net Invoice Amount
Hawkins Inc						
2022	Hawkins Inc	610-6310-345 CHEMICALS	4203508 RI	chemicals	12/22/2017	3,169.80
2022	Hawkins Inc	620-8270-345 CHEMICALS	4195931 RI	aqua hawk hsx	12/08/2017	690.74
Total Hawkins Inc:						3,860.54
HydroCorp						
2023	HydroCorp	610-9230-290 OTHER	0045484-IN	cross connection control program	12/26/2017	321.00
Total HydroCorp:						321.00
Kuettel's Septic Service, Inc.						
569	Kuettel's Septic Service, Inc.	620-8320-240 MAINTENANCE COLL. S	C49143	pumped lift stn	12/05/2017	225.00
Total Kuettel's Septic Service, Inc.:						225.00
Lori McNichols						
5643	Lori McNichols	610-4611-000 METERED SALES RESI	REFUND 1702.	refund credit balance on acct	12/11/2017	6.09
Total Lori McNichols:						6.09
Martelle Water Treatment						
5311	Martelle Water Treatment	620-8270-345 CHEMICALS	16473	totalox odor eliminator	12/20/2017	1,428.00
Total Martelle Water Treatment:						1,428.00
Menards						
643	Menards	610-6000-340 SUPPLIES	66995	well 4 supplies	12/08/2017	9.99
643	Menards	610-6000-340 SUPPLIES	66999	well 4 supplies	12/08/2017	16.43
643	Menards	610-6410-340 OPERATION SUPPLIES	66861	water supplies	12/06/2017	4.32
643	Menards	610-6410-340 OPERATION SUPPLIES	67238	water supplies	12/12/2017	175.71
643	Menards	610-6410-340 OPERATION SUPPLIES	67892	water supplies	12/22/2017	1.38
643	Menards	610-6500-340 SUPPLIES	68287	water tower 2 supplies	12/29/2017	23.99
643	Menards	620-8270-340 OPERATING SUPPLIES	66867	sanitary supplies	12/06/2017	54.91
643	Menards	620-8270-340 OPERATING SUPPLIES	68138	sanitary supplies	12/27/2017	26.08
643	Menards	620-8270-341 OPERATING EXP CRES	67189	sanitary supplies -Crestview	12/11/2017	127.96
643	Menards	620-8270-341 OPERATING EXP CRES	67434	crestview san supplies returned	12/15/2017	63.98-
Total Menards:						376.79
Midwest Meter Inc						
4257	Midwest Meter Inc	610-34600 METERS	0096134-IN	meters	12/06/2017	6,630.00
4257	Midwest Meter Inc	610-34600 METERS	0096153-CM	meter returned	12/07/2017	4,844.00-
4257	Midwest Meter Inc	610-34600 METERS	0096229-IN	meter 4"	12/11/2017	3,312.00
4257	Midwest Meter Inc	610-34600 METERS	0096548-IN	orion cellular endpoints	12/21/2017	362.55
4257	Midwest Meter Inc	610-6410-320 SEMINARS AND TRAINI	0095899-IN	BeaconAMA sftwr/training	11/29/2017	1,124.50
4257	Midwest Meter Inc	610-6410-340 OPERATION SUPPLIES	0095899-IN	BeaconAMA sftwr/training	11/29/2017	236.50
4257	Midwest Meter Inc	610-9210-311 COMPUTERS	0095899-IN	BeaconAMA sftwr/training	11/29/2017	1,700.00
4257	Midwest Meter Inc	620-8270-320 TRAINING AND SEMINA	0095899-IN	BeaconAMA sftwr/training	11/29/2017	1,124.50
4257	Midwest Meter Inc	620-8510-311 COMPUTERS	0095899-IN	BeaconAMA sftwr/training	11/29/2017	1,700.00
Total Midwest Meter Inc:						11,346.05
Minnesota Life Insurance Co						
663	Minnesota Life Insurance Co	610-9260-136 DENTAL/EYE/LIFE INS	LIFE INS JAN2	policy # 002832L	12/01/2017	34.78
663	Minnesota Life Insurance Co	620-8540-136 DENTAL/EYE/LIFE INS	LIFE INS JAN2	policy # 002832L	12/01/2017	34.78

Vendor	Vendor Name	GL Account and Title	Invoice Number	Description	Invoice Date	Net Invoice Amount
Total Minnesota Life Insurance Co:						69.56
Northern Lake Service Inc						
4465	Northern Lake Service Inc	610-6000-290 CONTRACTED SERVIC	327163	required DNR radium testing	12/26/2017	260.00
Total Northern Lake Service Inc:						260.00
Office Technology Group						
5238	Office Technology Group	610-9210-311 COMPUTERS	204518	managed svcs bundle	12/15/2017	186.00
5238	Office Technology Group	620-8510-311 COMPUTERS	204518	managed svcs bundle	12/15/2017	186.00
Total Office Technology Group:						372.00
Postmaster						
758	Postmaster	610-9210-312 POSTAGE	STAMPS DEC	stamps (800 @ .49)	12/20/2017	98.00
758	Postmaster	620-8510-312 POSTAGE	STAMPS DEC	stamps (800 @ .49)	12/20/2017	98.00
Total Postmaster:						196.00
Proclean Janitorial Services,						
764	Proclean Janitorial Services,	610-9210-310 OFFICE SUPPLIES AND	STMT DEC 20	Cleaning for Dec 2017	12/20/2017	252.24
764	Proclean Janitorial Services,	620-8510-310 OFFICE SUPPLIES AND	STMT DEC 20	Cleaning for Dec 2017	12/20/2017	252.24
Total Proclean Janitorial Services,:						504.48
Public Service Commission of Wisconsin						
4204	Public Service Commission of Wis	610-9260-290 REGULATORY COMMIS	1711-I-02375	application f/new well	12/14/2017	590.08
Total Public Service Commission of Wisconsin:						590.08
Sandra Vanert						
869	Sandra Vanert	610-4611-000 METERED SALES RESI	REFUND 2927.	refund credit balance on acct	12/11/2017	7.67
Total Sandra Vanert:						7.67
Silton, Seifert, Carlson S.C.						
921	Silton, Seifert, Carlson S.C.	610-9230-211 LEGAL	STMT NO 152	Legal fees Sanitary District #1	12/01/2017	75.00
921	Silton, Seifert, Carlson S.C.	610-9230-211 LEGAL	TOWN STMT	municipal acct 24368-600M	12/01/2017	1,436.25
921	Silton, Seifert, Carlson S.C.	620-8520-211 LEGAL	STMT NO 152	Legal fees Sanitary District #1	12/01/2017	75.00
921	Silton, Seifert, Carlson S.C.	620-8520-211 LEGAL	TOWN STMT	municipal acct 24368-600M	12/01/2017	1,436.25
Total Silton, Seifert, Carlson S.C.:						3,022.50
Time Warner Cable						
1021	Time Warner Cable	610-9210-221 TELEPHONE	603810901122	10404-603810901	12/20/2017	87.55
1021	Time Warner Cable	610-9210-221 TELEPHONE	TOWN 3177 D	10404-708130301	12/16/2017	9.07
1021	Time Warner Cable	610-9210-221 TELEPHONE	TOWN 5563 D	10404-715640501	12/08/2017	10.76
1021	Time Warner Cable	610-9210-221 TELEPHONE	TOWN 7024 D	10404-708075801	12/16/2017	71.22
1021	Time Warner Cable	620-8510-221 TELEPHONE	603810901122	10404-603810901	12/20/2017	87.55
1021	Time Warner Cable	620-8510-221 TELEPHONE	TOWN 3177 D	10404-708130301	12/16/2017	9.07
1021	Time Warner Cable	620-8510-221 TELEPHONE	TOWN 5563 D	10404-715640501	12/08/2017	10.76
1021	Time Warner Cable	620-8510-221 TELEPHONE	TOWN 7024 D	10404-708075801	12/16/2017	71.22
Total Time Warner Cable:						357.20

Vendor	Vendor Name	GL Account and Title	Invoice Number	Description	Invoice Date	Net Invoice Amount
Timothy Sambs						
5116	Timothy Sambs	610-9260-133 CLOTHING ALLOW	REIMB WORK	reimb work boots	12/21/2017	99.75
5116	Timothy Sambs	620-8540-133 CLOTHING ALLOW	REIMB WORK	reimb work boots	12/21/2017	99.75
Total Timothy Sambs:						199.50
Town of Greenville						
2045	Town of Greenville	610-6500-290 CONTRACTED SERVIC	201662	110030400	12/01/2017	157.98
2045	Town of Greenville	610-6500-290 CONTRACTED SERVIC	201981	110048400	12/01/2017	59.95
2045	Town of Greenville	610-6500-290 CONTRACTED SERVIC	202889	110090501	12/01/2017	122.14
2045	Town of Greenville	620-8270-341 OPERATING EXP CRES	206380	110430700	12/01/2017	13.00
Total Town of Greenville:						353.07
Toys for Trucks, Inc.						
1053	Toys for Trucks, Inc.	610-9330-245 TRANSPORTATION EXP	242629	truck parts	11/28/2017	35.00
1053	Toys for Trucks, Inc.	620-8570-245 TRANSPORTATION EXP	242629	truck parts	11/28/2017	35.00
Total Toys for Trucks, Inc.:						70.00
United Cooperative						
5312	United Cooperative	610-6220-380 FUEL & POWER PURCH	GSD STMT NO	acct# 0281404	11/30/2017	673.60
5312	United Cooperative	610-6410-340 OPERATION SUPPLIES	GSD STMT NO	acct# 0281404	11/30/2017	12.57
5312	United Cooperative	620-8210-380 POWER AND FUEL	GSD STMT NO	acct# 0281404	11/30/2017	673.60
5312	United Cooperative	620-8270-340 OPERATING SUPPLIES	GSD STMT NO	acct# 0281404	11/30/2017	12.58
Total United Cooperative:						1,372.35
UNITEL						
1089	UNITEL	610-9210-221 TELEPHONE	43335	Troubleshoot line issues	12/08/2017	7.43
1089	UNITEL	620-8510-221 TELEPHONE	43335	Troubleshoot line issues	12/08/2017	7.43
Total UNITEL:						14.86
Verizon Wireless						
1108	Verizon Wireless	610-9210-221 TELEPHONE	9797266694	acct#685970983-00001	12/01/2017	189.39
1108	Verizon Wireless	610-9210-221 TELEPHONE	9797266694	acct#685970983-00001	12/01/2017	119.18
1108	Verizon Wireless	620-8510-221 TELEPHONE	9797266694	acct#685970983-00001	12/01/2017	119.19
Total Verizon Wireless:						427.76
WE Energies						
1135	WE Energies	610-6220-380 FUEL & POWER PURCH	GRP BILL DEC	grp bill # 3871-142-632	12/07/2017	228.68
1135	WE Energies	610-6220-380 FUEL & POWER PURCH	GRP WTR DE	grp bill # 0000-409-512	12/11/2017	5,773.37
1135	WE Energies	610-6220-380 FUEL & POWER PURCH	WTR TWR DE	1207-808-303 wtr twr Clover Ln	12/20/2017	228.74
1135	WE Energies	610-6410-341 OPERATING EXP CRES	0212472565 D	comm well&pump hs 0212-472-56	12/13/2017	101.38
1135	WE Energies	610-6410-341 OPERATING EXP CRES	3611584183 D	dose tank 3611-584-183	12/13/2017	33.74
1135	WE Energies	610-6410-341 OPERATING EXP CRES	4098005768 D	N1094 Manley 4098-005-768	12/13/2017	76.92
1135	WE Energies	620-8210-380 POWER AND FUEL	GRP BILL DEC	grp bill # 3871-142-632	12/07/2017	228.68
1135	WE Energies	620-8210-380 POWER AND FUEL	GRP SWR DE	grp bill # 0000-409-889	12/14/2017	2,819.72
1135	WE Energies	620-8270-341 OPERATING EXP CRES	8608745275 D	wstwttr trmt tanks 8608-745-275	12/13/2017	116.05
1135	WE Energies	620-8270-341 OPERATING EXP CRES	9007479655 D	lift stn 9007-479-655	12/13/2017	114.70
Total WE Energies:						9,721.98
Werner Electric Supply						
5263	Werner Electric Supply	610-6000-340 SUPPLIES	S5359449.001	water supplies	12/05/2017	142.20

Vendor	Vendor Name	GL Account and Title	Invoice Number	Description	Invoice Date	Net Invoice Amount
5263	Werner Electric Supply	610-6000-340 SUPPLIES	S5359449.002	water supplies	12/05/2017	142.20
	Total Werner Electric Supply:					284.40
	Grand Totals:					54,370.94



Town of Greenville
W6860 Parkview Drive
Greenville WI 54942
920-757-5151

To: Town Board/Utilities Board
From: Dan Klansky Sanitary District Superintendent
Date: January 8th, 2018
Re: Monthly Report – December 2017

Water Plant and Distribution

We completed our large industrial customers' cross connection inspections for the year. There were just a few minor deficiencies that the customers are in the process of correcting.

We will be bidding out the drilling of test well 5 at the end of the month. I will have the results of the bid for next month's meeting.

We worked with Public Works employees and cleared the water and sewer easement along Highway 15 up to McDonalds. This is a long stretch that had never been cleared of trees and brush. There were trees up to 5 inches in diameter next to sewer manholes and completely blocking hydrant access. Please see attached photos.

I wanted to determine what effect the pyrolusite media, which is now being used at well 2, has on radium removal. In an effort to optimize our use of HMO (Hydrous Manganese Oxide) which is our most expensive chemical, I lowered the HMO feed to a .3 parts per million and completed a radium investigative test. The radium test results were low, below the past five-year radium test results. This new media will require less chemical usage and give better results.

With the cold weather we have been performing preventive maintenance, cleaning well houses and painting interior floors.

Sewer

Jim Kirk alerted me that the wastewater metering station had a frozen line in the building. The line had frozen right where it comes out of the sewer. We added some pipe insulation and hopefully this should be the last occurrence.

I have been reviewing all of our televised sewers and found a number of additional sewers that had cracks and leaks that we should address this spring.

We had the sewer air release valve pit repaired. It is now dry and functioning properly.

The Greenville Sanitary District would like to increase the sewer rate by 3%. There are a number of factors requiring a rate increase for the sewer cost. Every year we have more manhole and sewer repairs. There was a small increase in chemical costs. For 2018 the Phosphorus costs are projected to increase from \$4/lb to \$9/lb, which is a significant increase. Small rate increases are necessary every couple of years in order to keep up with the cost of maintaining the infrastructure.

Town Hall maintenance: we rented a concrete grinder to lower the concrete so it is no longer a tripping hazard. I will seal the concrete this spring when the temperature is about 50°. We also patched a hole in the sidewalk with some gray mastic patch. See attached photos.



Before



After



Before



After

MEETING: Town Board
DATE: January 8, 2018

AGENDA ITEM #: SD1 - 6a
ACTION TYPE: Approval/Denial



"Town of Greenville"

AGENDA MEMORANDUM

To: Honorable Town Chairperson and Town Supervisors
From: Dan Klansky
Date: January 8, 2018
RE: **State Highway 15 Sanitary Sewer & Water Main Reconstruction**

ACTION TYPE: This item is for possible Town Board Approval/Denial.

BACKGROUND & SUMMARY: The State has cancelled the Highway 15 Project and have given me no information as to a possible future start date. It would be in the utilities best interest to reject the bid given by Immel Excavating due to the cancellation of the project.

STAFF RECOMMENDATION: Staff recommends the Board reject the use of Immel Excavating as the low bidder with \$211,206.80 as proposed. If the Board is in agreement, the following motion may be made: ***"Motion to reject the bid of \$211,206.80 for Immel Excavating for utility relocation along State Highway 15."***

POLICY/PLAN REFERENCE(S):

1. Town Purchasing Policy - Adopted August 2017

FISCAL IMPACT:

Is there a fiscal impact? Y
Is it currently budgeted or planned? Y
Amount budgeted: \$220,000
Account #: n/a

###

Attachments:

1. none

MEETING: Town Board
DATE: January 8, 2018

AGENDA ITEM #: SD1 - 6b
ACTION TYPE: Approval/Denial



"Town of Greenville"

AGENDA MEMORANDUM

To: Honorable Town Chairperson and Town Supervisors
From: Dan Klansky
Date: January 8, 2018
RE: **3% Rate Increase**

ACTION TYPE: This item is for possible Town Board Approval/Denial.

BACKGROUND & SUMMARY: The Greenville Sanitary District would like to increase the sewer rate by 3%. There are a number of factors requiring a rate increase for the sewer cost. Every year we have more manhole and sewer repairs. There was a small increase in chemical costs. For 2018 the Phosphorus costs are projected to increase from \$4/lb to \$9/lb, which is a significant increase. Small rate increases are necessary every couple of years in order to keep up with the cost of maintaining the infrastructure.

STAFF RECOMMENDATION: Staff recommends the Board approve as proposed. If the Board is in agreement, the following motion may be made: ***"Motion to approve the rate increase in Sewer User Charges by 3%."***

POLICY/PLAN REFERENCE(S):

1. Town of Greenville Municipal Code Ch 340-62 - Establishment of Sewer User Charge Rates.

FISCAL IMPACT:

Is there a fiscal impact? \$42,000
Is it currently budgeted or planned? N/A
Amount budgeted: N/A
Account #: **620-62__-000 Charges for Services**

###

Attachments:

1. See Attached Rate Increase Template

	<u>wtr</u>	<u>swr</u>	<u>notes</u>
2000	1.49 / thous	2.87 / thous	
2001	1.49 / thous	2.98 / thous	swr-4% incr
2002	1.49 / thous	3.07 / thous	swr - 3% incr
2003	1.49 / thous	3.16 / thous	swr - 3% incr
2004	1.49 / thous	3.25 / thous	swr - 3% incr
2005	1.49 / thous	3.41 / thous	swr - 5% incr
2006	1.49 / thous	3.58 / thous	swr - 5% incr
2007	1.49 / thous	3.69 / thous	swr - 3% incr
2008	1.49 / thous	3.80 / thous	swr - 3% incr
			wtr - 3.8% incr as of July 1st
2009	1.55 / thous	3.95 / thous	swr - 4% incr
2010	1.55 / thous	4.07 / thous	swr - 3% incr
2011	1.55 / thous	4.07 / thous	no increases
2012	1.55 / thous	4.19 / thous	swr - 3% incr
2013	1.55 / thous	4.19 / thous	no increases
2014	1.55 / thous	4.19 / thous	no increases
2015	1.60 / thous	4.19 / thous	wtr - 3% incr as of Mar 1st
2016	1.65/thous	4.31 / thous	swr - 3% incr
2017	1.65/thous	4.44 / thous	swr - 3% incr
2018	1.65/thous	4.57 / thous	swr - 3% incr

The fixed rate for the sewer usage is currently \$8.49 and with a 3% increase it would go up to \$8.74, which would be a \$.25 raise in cost. The current rate per thousand gallons is \$4.44 and with the 3% increase it would be \$4.57, which is a \$.13 raise in cost.