

**REGULAR MEETING OF THE KIMBERLY WATER COMMISSION
MINUTES
OCTOBER 5, 2021**

Administrator Block called the meeting to order at 11:00 am. Commissioners Hanson, Hietpas, Johnson and Stienen appeared in person. Also attending the meeting were Administrator Block, Water Superintendent Verstegen, Operations Director Dannhoff, and Water Utility Clerk Micke.

Commissioner Hanson moved, Stienen seconded the motion to elect Commissioner Johnson as the new Chairperson. The motion carried by unanimous vote of the Commission.

Chairman Johnson led the meeting from this point forward.

Commissioner Stienen moved, Hanson seconded the motion to approve the minutes of the September 7, 2021 meeting. The motion carried by unanimous vote of the Commission.

Commissioner Stienen moved, Hanson seconded the motion to approve the bills and claims for the month of September. The motion carried by unanimous vote of the Commission.

Commissioner Johnson moved, Stienen seconded the motion to approve the financial statements for the month of September as presented. The motion carried by unanimous vote of the Commission.

Administrator Block announced that starting next month there will be a one-month lag in the production of the monthly financials so that Commissioners can review the most accurate reports.

Administrator Block reviewed the administrative costs of the proposed 2022 Kimberly Water Utility budget with the Commissioners. She highlighted that IT technology and security costs will rise in 2022 as additional security is implemented, and the last payment of the water utility loan will be made in 2022. The Village had tentatively planned to use funds from the American Rescue Plan Act (ARPA) to replace the water main along Kimberly Avenue, however the guidelines for the use of ARPA have not yet been finalized, so that project may not materialize next year.

Superintendent Verstegen reviewed with Commissioners the operational costs proposed in the 2022 budget. He noted that power costs are up one percent and chemical costs may change depending on the Commission's decision to transition from gas chlorine to liquid bleach. It is proposed that liquid bleach be used at the Fulcer and John Street plants. Liquid bleach costs three times as much as gas chlorine. It is anticipated that salt costs may increase 4-7%. Another capital outlay is the cost to replace brass meters. There are currently no plans to replace a water main, outside of the potential ARPA project, next year so the focus will be on the maintenance of the water tower.

Superintendent Verstegen briefed the Commissioners on his project updates. He would like a representative from Hawkins to make a presentation on the conversion from gas chlorine to liquid bleach. One wrinkle to the project is that there currently are no parts available at this time

to make the conversion, however Superintendent Verstegen has some ideas on moving forward that he will present next month. The motor in Well No. 1 was replaced and is now operational. However, as a result of not having a working motor, the utility was unable to obtain a water sample which put it out of compliance with the Wisconsin DNR. The fall water main flush was successful and the operators discovered two hydrants that were not working which have been repaired. The water crews are conducting leak detection work on the hydrants in Little Chute and will then move on to the hydrants in Kimberly. Water locates continue to be performed for the fiber optic companies. Last month there was a water main break at Linda and Third Street, and service breaks on Maes and Highview. The residential meter changes are almost completed for the year. McMahon & Associates will present next month on their initial study of the water tower.

Under Unfinished Business, a thank you luncheon will be held in November to honor former Chairman Roger Price's 34 years of service to the Water Commission.

Under New Business, Commissioner Hietpas introduced himself as the newest member of the Commission, and Water Utility Clerk Janine Micke announced her retirement at the end of the year.

Commissioner Johnson moved, Hietpas seconded the motion to adjourn. The motion carried by unanimous vote and the Commission adjourned at 11:23 am.


Danielle L. Block
Secretary