

**CAMBRIDGE WATER, SEWER AND STORMWATER COMMITTEE
AMUNDSON COMMUNITY CENTER
200 SPRING STREET – COMMUNITY ROOM
AGENDA
6:30 PM
SEPTEMBER 27, 2021**

THIS IS AN IN-PERSON MEETING. DUE TO INCREASE CASES OF COVID AND ITS VARIANTS, DANE COUNTY HAS REINSTATED A MASK MANDATE SO MASKS WILL BE REQUIRED AT THE MEETING. THE MEETING ROOM WILL BE SET UP FOR SOCIAL DISTANCING. THANK YOU!

- 1. Call to Order/Roll Call**
- 2. Proof of Posting**
- 3. Approval of consent agenda**
 - a. Meeting Minutes from 8-17-2021
- 4. Approval of Bills**
- 5. Reports**
 - a. Utility Clerk
 - b. Director of Public Works
- 6. Old Business/Discussion and Possible Action Regarding**
 - a. Water System Maintenance
 - b. Maintenance Plan
 - c. Sewer credit – Swalheim
 - d. Media Replacement update
 - e. Update on well #3 project from MSA
- 7. New Business/ Discussion and Possible Action Regarding**
 - a. Step Increases for Employees Completing Certifications
- 8. Questions, Referrals to Staff or Future Agenda Items**
- 9. Adjournment**

- a) Persons needing special accommodations should call 608-423-3712 at least 24 hours prior to the meeting.
- b) More specific information about agenda items may be obtained by calling 608- 423-3712.
- c) A quorum of the Water & Sewer committee will attend this meeting for the purpose of gathering information relevant to their responsibilities as Water & Sewer committee members.
- d) Final Agendas are typically posted by 4 PM on the Friday preceding the regular meeting at the Amundson Community Center, Cambridge Post Office, Hometown Bank and Village of Cambridge Web site at www.ci.cambridge.wi.us.

CAMBRIDGE WATER, SEWER AND STORMWATER COMMITTEE
200 SPRING ST. - COMMUNITY ROOM
AUGUST 17, 2021 6:30 pm.

PER THE CDC, DANE COUNTY HAS BEEN CONSIDERED SUBSTANTIAL OR HIGH-RISK TRANSMISSION AREA FOR THE DELTA VARIANT OF COVID. THIS IS AN IN-PERSON MEETING: HOWEVER, TO MAXIMIZE PROTECTION WE RECOMMEND WEARING OF MASKS INDOORS IN PUBLIC SPACES. THE MEETING ROOM WILL BE SET UP FOR SOCIAL DISTANCING. THANK YOU!

1. **Call to Order/Roll Call:** Ted Kumbier called the meeting to order at 6:32pm. Members present: Kris Breunig, Larry Gunseor, and Ted Kumbier. Others present: Andy Swalheim, Angela Villard, Steve Swalheim, Rob Warren, Mike Reiber from Dancing Goat Distillery, Mark McNally Village President. Village Staff: Jeff Wright, Chrissie Brynwood, and Vicki Redford.

2. **Proof of Posting:** Agendas were posted in the upper and lower levels of the Amundson Community Center, Hometown Bank, Cambridge Post Office, and the Village website.

3. **Approval of Consent Agenda**

- a. Meeting minutes from July 20, 2021

Breunig made a motion to accept the consent agenda as presented. Kumbier seconded the motion. Motion carried on a 3-0 vote.

4. **Approval of Bills**

Breunig made a motion to accept the bills in the amount of \$92,777.34. Gunseor seconded the motion. Motion carried on a 3-0 roll call vote.

5. **Reports**

- a. **Utility Clerk:** Still looking for committee members for the Water and Sewer Commission. There has been a lot of move in/move out's, installing deduct meters in the system as well as replacement meters. I also have regular daily/weekly & monthly work I do.
 - b. **Director of Public Works:** Director Wright stated they have been doing standard testing at the Dancing Goat. Wright sends the tests to Northern Lakes Lab for testing of Nitrates, Sulfates & Manganese. He is testing these once a month per the developer's agreement. Mentioned that a brine pump went down, and this had nothing to do with the batch meters. Breunig questioned the status of the maintenance plan? Wright responded that he is working with MSA is preparing it and is approximately 80% completed.

Breunig made a motion to move 7. New Business a. Swalheim water usage at 309 E North St/Faulty meter and b. Warren water usage at 602 Woodhaven Court up in the agenda, Seconded by Gunseor. Motion carried on a 3-0 vote.

7. New Business/ Discussion and Possible Action Regarding

- a. **Swalheim water usage at 309 E North St/Faulty meter-** Resident called and questioned the larger bills he was receiving and questioned if it could be the meter? Utility Clerk, Redford suggested for him to contact the water department. Resident was told that it wasn't the meter. After months of high bills, it was finally decided to pull that meter and have it tested. It came back as faulty. Resident requesting sewer credit due to the faulty meter. Commission would like to review account after next meter reading to be sure that the new meter is working correctly, then will decide on a possible sewer credit.
- b. **Warren water usage at 602 Woodhaven Court-**Resident stated that the average usage at this residence is 2, 000-3,000 gallons in one month. When resident received his recent bill of 11,000 gallons, he found that his hose nozzle was faulty. He is requesting a possible sewer credit. The commission would like to see the next utility bill to be sure that usage is back in line.

Breunig made a motion to approve a one-time sewer credit of 50% off the sewer portion of resident's, Warren's 602 Woodhaven Court., seconded by Kumbier. Motion carried on a 3-0 vote.

6. Old Business/ Discussion and Possible Action Regarding

- a. **Water System Maintenance/Water Quality:** Director Wright stated that the batch meter on the water softener is working now. The technician bi-passed the circuit and shortened up the regeneration span. Keeping hardness numbers in line. Brine pump on the water softener went down and made it difficult for daily monitoring. Dudley ordered another brine pump but incorrect one was sent. They are still waiting for the new, correct Brine Pump hasn't been delivered yet. Kumbier requested that Director Wright purchase an additional pump to have on hand as a backup.

Breunig made a motion to purchase an additional brine pump not to exceed \$2,500, seconded by Kumbier. Motion carried on a 3-0 vote.

- b. **Media Replacement:** Director Wright worked with Dave Magnussen to prepare and mail bid packets. The bids were due August 17, 2021 at 1:00pm. One bid was received from Springlake in the amount of \$87,700. Director Wright mentioned that the media for this project is not available right now. Kumbier questioned if the media acquisition could be subbed out to be able to get it in a timely manner. Brief discussion on what "media" is fine particles that act as scrubbers inside the water softeners.

Breunig made a motion to approve the bid from Springlake in the amount of \$87,700, seconded by Kumbier. Motion carried on a 3-0 vote.

- c. **WRWA Annual Conference in La Crosse:** Director Wright mentioned the upcoming Wisconsin Rural Water Association is holding their annual conference August 31 thru September 3, 2021. Director Wright and employee Schroedel will be attending.

7. New Business/ Discussion and Possible Action Regarding

- c. Backup Generator for well #2:** Director Wright stated that there is a need for a backup electrical generator after losing power during recent storms. While the well will run, we lose other functions. Breunig suggested to get quotes on a generator and bring back to the Commission.
- d. Resident requesting sewer credit:** Brynwood received a phone call regarding a new home at 710 Kenseth stated they were new homeowners and were not informed of a deduct meter and watered a lot to establish their lawn. Requesting a one-time sewer credit of \$254.70.

Breunig made a motion to approve a one-time sewer credit of \$254.70, seconded by Kumbier. Motion carried on a roll call vote 3-0.

- e.** Review deduct meter letter for new home builds/existing homes: Brynwood created two new letters to be mailed out to new homes builds to explain the water and sewer billing and the procedure of obtaining a deduct meter and explains the savings on the sewer portion of their bill.
 - f.** DNR Permit: Per the DNR, permit needed to sample water directly from the hydrants. Breunig questioned if there are records of the past sampling. Director Wright stated he would need to investigate.
- 8. Public Comment:** McNally questioned if the drinking fountains were shut off due to the new Delta Variant of Covid-19. Director Wright will make sure they are all shut off. Mike Reiber from the Dancing Goat discussed the on-going water issues. He stated his displeasure and that this needs to be addressed due to that his whole business depends on quality water. He asked for consistency. Reiber is requesting a meeting with MSA, SEH, the water& sewer commission next week.

9. Questions, Referrals to Staff or Future Agenda Items: Future agenda items:

- 1. Maintenance Plan
- 2. Meeting with MSA & SEH next week.
- 3. DNR Permit
- 4. Media Replacement update
- 5. Backup Generator

10. Adjournment: *Breunig made a motion to adjourn the meeting. Gunseor seconded the motion. Kumbier adjourned the meeting at 8:14pm.*

Chrissie Brynwood
Treasurer/Deputy Administrator/Deputy Clerk

9/24/2021 11:13 AM

In Progress Checks - Quick Report - ALL

Page: 1

ALL Checks by Payee

ACCT

HOMETOWN BANK GENERAL OPERATING

Dated From: 9/27/2021 From Account:

Thru: 9/27/2021 Thru Account:

Voucher Nbr	Check Date	Payee	Amount
	9/27/2021	ABT Mailcom SEPTEMBER BILLS	517.56
	9/27/2021	ALLIANT ENERGY/WP&L WELL #2	1,503.60
	9/27/2021	BJOIN LIMESTONE, INC. 3.88 3/4 CLEAR LIMESTONE	25.22
	9/27/2021	BROOKS TRACTOR INC. STREET SWEEPER	529.23
	9/27/2021	CAMBRIDGE ACE HARDWARE SUPPLIES FOR WELL #2	62.50
	9/27/2021	Cambridge Gas GAS	247.51
	9/27/2021	CAMBRIDGE/OAKLAND WASTEWATER COMMISSION SEPTEMBER 2021	59,578.13
	9/27/2021	CARGILL INC KD KRSE SO BULK/PRO CODE 100011143	4,371.87
	9/27/2021	Core & Main 157830 G210 6 BONNET	7,354.07
	9/27/2021	DIGGERS HOTLINE INC AUGUST 2021	40.02
	9/27/2021	FARRAR, LEE STATE LABS/ MILEAGE	53.76
	9/27/2021	L. W. ALLEN LLC THERMOSTAT REMOTE/UNIV.BARRIER/FIL.FLO.	1,518.47
	9/27/2021	MACQUEEN EQUIPMENT PARTS & LABOR ON JOHN DEERE	792.45
	9/27/2021	MARTELLE WATER TREATMENT SODIUM HYPOCHLORITE BULK	635.26
	9/27/2021	OAKLAND SANITARY DISTRICT SEPTEMBER 2021	453.50
	9/27/2021	SCHROEDL, DEREK CONFERENCE IN LACROSSE	193.20
	9/27/2021	TONKA WATER TE-5.5C-MD-3 230/460V, 3PH GEN-EQUIPMENT	1,124.16
	9/27/2021	USA BLUE BOOK STOCK #32950,32450,32850,47867	180.97
	9/27/2021	VISA BATTERIES	43.57

9/24/2021 11:13 AM

In Progress Checks - Quick Report - ALL

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ALL Checks by Payee

ACCT

HOMETOWN BANK GENERAL OPERATING

Dated From: 9/27/2021

From Account:

Thru: 9/27/2021

Thru Account:

Voucher Nbr	Check Date	Payee	Amount
	9/27/2021	WATER QUALITY INVESTIGATIONS	988.42
		FINAL PREP OF WATER QUALITY MAINTENANCE	
	9/27/2021	WILLIAM/REID LTD LLC	75.72
		INJECTION CHECK VALVE PVC	
		Grand Total	80,289.19

9/24/2021 11:13 AM

In Progress Checks - Quick Report - ALL

Page: 3

ALL Checks by Payee

ACCT

HOMETOWN BANK GENERAL OPERATING

Dated From: 9/27/2021

From Account:

Thru: 9/27/2021

Thru Account:

Amount

Total Expenditure from Fund # 500 - WATER UTILITY	17,559.56
Total Expenditure from Fund # 600 - SEWER UTILITY	61,235.43
Total Expenditure from Fund # 800 - STORMWATER UTILITY	1,494.20
Total Expenditure from all Funds	80,289.19



200 Spring Street
Cambridge, WI 53523

SUBJECT: Staffing Changes

FROM: Lisa Moen, Administrator

MEETING DATE: Monday, September 27, 2021

Jeff Wright has resigned from his position as Public Works Director for the Village of Cambridge to take a position with the Town of Albion. His final day in the office was Thursday, September 23. His official final day with the Village of Cambridge is Friday, October 1. The Village Board has appointed Kris Breunig as the new Public Works Director. He has been working with Jeff Wright for a few weeks to help ensure a smooth transition.

Dan Dudley is no longer employed with the Village. His final day was Tuesday, September 21st. Derek Schroedl will be taking over as the water and sewer operator. He has completed two levels of the certification needed and will be completing the remaining two in the near future.

	MONTH	Sept 21					
	Flouride	Chlorine Free	Total	Iron Entry Point	Iron Raw	Hardness Entry Point	Hardness Raw
1	0.69	1.38	1.48	0.06		78	
2	0.72	1.37	1.38				
3	0.67	1.16	1.25				
4	0.67						
5	0.63						
6	0.48	1.34	1.37	0.02	0.49	182	339
7	0.64	0.44	0.47			80	
8	0.67	new test mix 1.43	new 1.56	0.00		70	
9	0.65	1.94	2.15			72	
10	0.71	1.19	1.30	0.03		40	
11	0.66						
12	0.71						
13	0.66	2.05	1.90	0.02		54	
14	0.70	2.72	2.53			87	
15	0.66	1.94	2.06	0.02		59	
16	0.64	1.87	1.69				
17	0.72	1.88	1.92	0.04			
18	0.69	1.30	1.34			78	
19	0.75	1.37	1.15			40	
20	0.66	1.24	1.20			96	
21	0.82	1.35	1.22				
22	0.65	1.10	1.24			80	
23							
24							
25							
26							
27							
28							
29							
30							
31							

Low on chlor

WQI
Water Quality
Investigations

Filter Optimization - Cambridge Well 2

Sample each workday. If results meet targets for two weeks in a row, sampling could be reduced to Monday, Wednesday, and Friday

[illegible]

Water Quality Investigations

2581 State Road 92, Suite 2 | Mount Horeb, Wisconsin 53572 | Phone 888-499-2507

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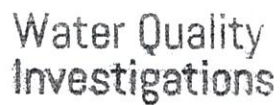
WQI Water Quality Investigations

Softener Optimization - Cambridge Well 2

Entry Point Testing - Weekday (tested at shop)

If results do not meet targets, investigate filter and/or softener performance.

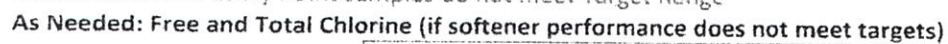
Target		1.3 - 1.5	1.3 - 1.5	< 0.3	< 0.05	< 0.006	70 - 90
Range:		M - F	M - F	M - F	M, W, F	M, W, F	M - F
Day of test:		At Shop			At Entry Point		
Location:		At Shop			At Entry Point		
Date and Time	Free Chlor. (mg/L)	Total Chlor. (mg/L)	Total Chlorine minus Free Chlorine (mg/L)	Iron (mg/L)	Mn (mg/L)	Hardness (mg/L)	
JW 9-14 10:45	2.72	2.53	0.19			87	
DS 9-15 9:15	1.94	2.06	0.12	0.02		59	
JW 9-16	1.87	1.69	0.18	0.02		51	
DS 9-17	1.88	1.92	0.04	0.00		56	
DS 9-20	1.24	1.20	0.04	0.00		86	0.66
DS 9-21	1.35	1.22	0.13	0.00		79	0.82
DS 9-22	1.10	1.24	0.14	0.00		40	0.65
DS 9-23	1.02	1.07	0.05	0.01		92	0.62



Test as needed if Entry Point samples do not meet Target Range

As Needed: Free and Total Chlorine (if softener performance does not meet targets)

Water Quality Investigations



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WQI Water Quality Investigations

Softener Optimization - Cambridge Well 2

Entry Point Testing - Weekday (tested at shop)

If results do not meet targets, investigate filter and/or softener performance.

Target Range:	1.3 - 1.5	1.3 - 1.5	< 0.3	< 0.05	< 0.006	70 - 90
Day of test:	M - F	M - F	M - F	M, W, F	M, W, F	M - F
Location:	At Shop			At Entry Point		
Date and Time	Free Chlor. (mg/L)	Total Chlor. (mg/L)	Total Chlorine minus Free Chlorine (mg/L)	Iron (mg/L)	Mn (mg/L)	Hardness (mg/L)
JW 8/24	1.19	1.17	0.02			88
JW 8/25-8:30	1.10	1.13	0.03	0.00	0.002	62
JW 8/26-7:00	1.21	1.20	0.01			92
JW 8/27-8:30	1.14	1.18	0.04	0.01	0.008	89
JW 8/30-7:00	1.03	0.98	0.05	0.00	0.006	92
JW 8-31 3:00	1.24	1.21	0.03	0.02	0.002	92
JW 9-17:00	1.38	1.48	0.10	0.06	0.003	78
DD 9-2:21 11:00	1.46	1.31	0.15	0.34	0.037	60
JW 9-3 6:00	1.16	1.25	0.09	0.04	0.007	75
JW 9-6 7:45	1.34	1.37	0.03	0.02	0.006	182
JW 9-7 10:45	0.44	0.47	0.03			80
JW 9-8 12:00	1.43	1.56	0.13	0.00	0.006	70
JW 9-9 7:30	1.94	2.15	0.21			72
JW 9-10 8:30	1.19	1.30	0.11	0.03	0.006	40
JW 9-13 8:30	2.05	1.90	0.15	0.02	0.004	54

Fe 0.00 Mn 0.004 EP
JW

WQI Water Quality Investigations

Filter Optimization - Cambridge Well 2
Sample each workday. If results meet targets for two weeks in a row, sampling could be reduced to Monday, Wednesday, and Friday

Date and Time	Target Range	Ahead of Filter					After Filter					Loss
		* 0.2 - 0.5	* 0.2 - 0.5	* 0.2 - 0.5	* 0.2 - 0.5	* 0.2 - 0.5	* 0.2 - 0.5	* 0.2 - 0.5	* 0.2 - 0.5	* 0.2 - 0.5	* 0.2 - 0.5	
	Gallons since last backwash	Free Chlor. (mg/L)	Total Chlor. (mg/L)	Iron (mg/L)	Mn (mg/L)	Influent Pressure (psi)	Free Chlor. (mg/L)	Total Chlor. (mg/L)	Iron (mg/L)	Mn (mg/L)	Outlet Pressure (psi)	
JW 8-24 8:30	162,000	0.52	0.70	0.55	0.55	83	0.44	0.49	0.03	0.019	82	1
JW 8-27 8:30	40,000	0.56	0.59	0.49	0.053	82	0.50	0.54	0.02	0.019	82	0
JW 8-31 8:00	73,563	0.55	0.63	0.51	0.050	83	0.45	0.50	0.02	0.011	83	0
JW 9-1 7:00	202,000	0.52	0.54	0.71	0.043		0.56	0.60	0.04	0.019		
JW 9-2 9:00	120,000	0.56	0.55	0.73	0.050	83	0.28	0.27	0.02	0.003	83	0
JW 9-3 6:00	575,000	0.51	0.63	0.63	0.054	71	0.34	0.40	0.00	0.017	71	0
JW 9-6 7:45	525,000	0.54	0.60	0.49	0.043	83	0.40	0.41	0.00	0.011	82	1
JW 9-7 10:45	22,500	0.39	0.41	0.51	0.075	82	0.53	0.56	0.03	0.008	82	0
JW 9-8 12:00	209,000	0.97	1.18	0.49	0.047	83	0.90	1.08	0.00	0.018	83	0
JW 9-9 7:30	349,000	0.92	1.18	0.51	0.048	84	0.74	0.81	0.00	0.021	84	0
JW 9-10 8:30	19,000	0.37	0.71	0.50	0.054	82	0.54	0.70	0.07	0.021	82	0
JW 9-13 8:30	547,000			0.49			0.30	0.46	0.02	0.017		
JW 9-14 10:45	57,000	0.41	0.58	0.51		84	0.56	0.54	0.00		84	0

new test kit for chlorine

Water Quality Investigations
Cambridge Well 2
2021-2022
Page 888 of 850

Run out of test supplies for Mn

SUBJECT: 309 E. North St.

FROM: Vicki Redford, Utility Clerk

MEETING DATE: September 27, 2021

BACKGROUND/ANALYSIS: At our last Regular Water & Sewer meeting, the committee was told that Swalheim's meter had been sent in to be tested. The meter came back faulty, and the Water Department replaced the meter at the end of July. After meters were read September 1st (for August usage) I called Andy Swalheim and told him the water used at 309 E. North St. was 4000 gallons for the month. He said they were going away for a few days, and he was going to read the water meter before they left and check it when they got back. Andy emailed me when they came back and said the meter reading was the same, so there is no leak.

The complaint Swalheim's had was that there is only one person living at the home. They thought the meter readings from January of 2020 until current were too high for just one person.

Using the Sewer Credit Policy, the average usage over 2 years for 309 E. North St. is 4000 gallons a month. Typically, it is one bill with large consumption that merits consideration of a sewer credit from the Water & Sewer Committee. Because larger usage appears to have started in January of 2020. It is up to the committee to determine a sewer credit. The charge of 1000 gallons of sewer is \$15.93.

ACTION REQUIRED: Committee decision for a sewer credit.

Vicki Redford
Utility Clerk

9/22/2021 2:39 PM
UTIL

Meter Information - Full Report
All Accounts/All Meters - By Meter Nbr

Page: 1

From: Account Nbr: 010-0197-00 Route/Seq Nbr: Pressure Zone Cd:
Thru: 010-0197-00

Account Nbr: 010-0197-00 Customer Name: SWALHEIM, ANDREW
Service Address: 309 E. NORTH STREET
PSC Classification: Residential

Meter Nbr: 90184674 Rate Type: 5/8" OR 3/4" Install Date: 7/27/2021
Route/Seq Nbr: 00-1197 Location: Pressure Zone Cd: 00
ROM Serial Nbr: ROM Install Date:
Register ID: 90184674 MXU/MIU ID: 17132565
Utilities: SEWER WATER

Memos: 1st:
2nd:
3rd:

<u>Read Date</u>	<u>Reading</u>	<u>Consumption</u>	<u>Comment</u>
9/01/2021	4000	4000	Remote Reading
7/27/2021	0	0	New Meter
7/27/2021	392000	7000	
6/30/2021	385000	7000	Remote Reading
6/03/2021	378000	8000	Remote Reading
5/03/2021	370000	7000	Remote Reading
4/01/2021	363000	6000	Remote Reading
3/01/2021	357000	5000	Remote Reading
2/01/2021	352000	5000	Remote Reading
1/04/2021	347000	6000	Remote Reading
12/01/2020	341000	5000	Remote Reading
11/03/2020	336000	6000	Remote Reading
9/30/2020	330000	5000	Remote Reading
9/01/2020	325000	5000	Remote Reading
7/30/2020	320000	5000	Remote Reading
7/01/2020	315000	5000	Remote Reading
6/01/2020	310000	5000	Remote Reading
4/29/2020	305000	4000	Remote Reading
3/31/2020	301000	3000	Remote Reading
3/02/2020	298000	3000	Remote Reading
1/30/2020	295000	5000	Remote Reading
1/02/2020	290000	5000	Remote Reading
12/02/2019	285000	3000	Remote Reading
10/31/2019	282000	1000	Remote Reading
9/30/2019	281000	2000	Remote Reading
9/03/2019	279000	1000	Remote Reading
7/31/2019	278000	2000	Remote Reading
7/01/2019	276000	2000	Remote Reading

24 months
Total usage is
104,000 gallons
Average is
4,000 monthly

9/15/2021 9:21 AM

Account History - Summary

Page: 1

ALL Transactions

UTIL

Post Date: From: 9/15/2020 Account Nbr: From: 010-0197-00 Group Cd: From:
Thru: 9/15/2021 Thru: 010-0197-00 Thru:

Account Nbr:	010-0197-00	Name:	SWALHEIM, ANDREW	Running Balance	
	9/14/2020	- Balance:		157.48	
<u>Post Date</u>	<u>Trans Date</u>	<u>Type</u>	<u>Trans ID</u>	<u>Amount</u>	
9/28/2020	9/28/2020	Receipt	3317	-157.48	0.00
10/01/2020	10/01/2020	Bill		157.48	157.48
10/26/2020	10/26/2020	Late Charge		1.78	159.26
10/30/2020	10/30/2020	Receipt	3325	-159.26	0.00
11/03/2020	11/03/2020	Bill		179.41	179.41
11/19/2020	11/19/2020	Receipt	3331	-179.41	0.00
12/01/2020	12/01/2020	Bill		157.48	157.48
12/18/2020	12/18/2020	Receipt	3335	-157.48	0.00
1/04/2021	1/04/2021	Bill		179.41	179.41
1/24/2021	1/24/2021	Receipt	3339	-179.41	0.00
2/03/2021	2/02/2021	Bill		158.80	158.80
2/26/2021	2/25/2021	Receipt	3342	-158.80	0.00
3/02/2021	3/01/2021	Bill		158.80	158.80
3/21/2021	3/21/2021	Receipt	3348	-158.80	0.00
4/01/2021	4/01/2021	Bill		180.91	180.91
4/26/2021	4/22/2021	Receipt	3351	-180.91	0.00
5/04/2021	5/04/2021	Bill		203.02	203.02
5/12/2021	5/12/2021	Receipt	3355	-203.02	0.00
6/03/2021	6/03/2021	Bill		225.13	225.13
6/24/2021	6/24/2021	Receipt	3360	-225.13	0.00
7/02/2021	7/02/2021	Bill		203.02	203.02
7/22/2021	7/22/2021	Receipt	3364	-203.02	0.00
8/03/2021	8/03/2021	Bill		203.02	203.02
8/23/2021	8/23/2021	Receipt	3370	-203.02	0.00
9/02/2021	9/01/2021	Bill		136.69	136.69
					=====
		010-0197-00 - Ending Balance:			136.69

SUBJECT: Step Increases for Employees Completing Certifications

FROM: Lisa Moen, Administrator

MEETING DATE: Water and Sewer Committee, September 27; Village Board, September 28, 2021

BACKGROUND/ANALYSIS: There are currently four certifications for water: Ground Water; Distribution, Iron Removal; and Zeolite Softening. There will be new certifications for sewer in the near future. As we are doing more testing, maintenance on our systems, requiring staff to obtain certifications, the Personnel Committee has recommended a \$1/hr increase for each certification received. Obtaining certifications will be important as we move forward, and for cross training of our staff. As more is asked of them, they receive the certifications, they should be compensated.

Derek Schroedl has received two of these certifications and will be working on the remaining two. Kris Breunig will also be obtaining the certifications.

RECOMMENDATION: The Personnel Committee recommended to both the Water and Sewer Committee and the Village Board a \$1/hour increase for each certification received.