

MINUTES

VILLAGE OF POPLAR SEWER COMMISSION MEETING

April 7, 2022

The Sewer Commission Meeting was called to order by Chairman Randy Jones at 6:30 pm.

In attendance: Ken Clausen, Peter Kruit, Dan Bergsten, Virgil Nelson

Operator In Charge: Randy Jones

Clerk/Treasurer: Gina Ormond

Absent: Scott Carlson, Operator

APPROVE MINUTES: A motion was made by Ken Clausen, second Dan Bergsten to approve the minutes from the March 1, 2022 meeting. Motion passed without negative vote.

PAY BILLS: A motion was made by Dan Bergsten, second Ken Clausen to approve paying the bills from March 2022. Motion passed without negative vote.

FINANCIAL REPORT: The Financial Report was presented to the Sewer Commission for review.

OPERATOR'S REPORT: Randy Jones and Scott Carlson were working on the aerators at the sewer pond. The shaft broke down. Randy Jones submitted the final administration costs to WEM for the repairs at the sewer pond. Randy Jones submitted approximately \$1000 for his time and MSA had approximately \$9000 for their time. The Sewer is eligible for being reimbursed up to approximately \$5000. FEMA will be making the decision if the admin costs will be reimbursed or not. The high school called to report the light was on at their lift station. Braun was here to replace the sump pump and do a yearly maintenance. Braun also checked the floats at the middle school. The flow meters will be calibrated soon. Randy Jones will be attending a Wastewater Conference the end of April to get certified.

CLERK'S REPORT: Sheila Lindgren, 9545 E US Hwy 2, submitted a request for the $\frac{3}{4}$ single monthly rate. A motion was made by Randy Jones, second Ken Clausen to approve the $\frac{3}{4}$ single rate. Motion passed without negative vote.

UNFINISHED BUSINESS: There was a discussion regarding using some of the ARPA money to work on the manholes and laterals. Randy Jones submitted a quote from Hydro Klean. A quote was received from them in 2017. A new quote had to be given because no work was completed at that time. The sewer pond was damaged in the flood in 2018 and was completed recently.

NEW BUSINESS:

- There was a discussion on Resolution 22-03. The resolution would allow the transfer of \$10,637.72 from the Sewer Main checking account to the Sewer Reserve. This would bring the balance up to the required amount of \$34,500 set by the USDA loan requirements. A motion was made by Randy Jones, second Pete Kruit to pass Resolution 22 -03 to transfer the funds. Motion passed without negative vote.
- Randy Jones requested that \$10,000 be set aside in the 2023 budget to have MSA put together a GIS dashboard with all the data regarding the sewer system. All of the GIS data that Randy Jones has created of the entire collection and treatment system would be accessible on the internet. It would be approximately \$10,000 to be set up and \$500 a year thereafter to maintain the website. Options will be discussed.

- Randy Jones handed out the CMOM that was updated in March 2022. Randy Jones went over the goals set for the Village of Poplar's collection system. He encouraged the Commissioners to read through the entire CMOM as well.
- Randy Jones has completed the Annual PMP report. The 160 page report was given to the DNR.
- The Sewer Main between Manhole 4 and Manhole 5 needs to be upgraded. The camera needs to be put down the manhole before bids can be put out for the job.
- Randy Jones is working on the sludge land spreading report.

FUTURE AGENDA ITEMS:

ADJOURNMENT:

A motion was made by Dan Bergsten, second Pete Kruit to adjourn at 8:15 PM. Motion carried without negative vote.

Randy Jones, Chairman

Gina Ormond, Clerk/Treasurer

Date:
