

MINUTES

VILLAGE OF POPLAR SEWER COMMISSION MEETING

April 6, 2023

The Sewer Commission Meeting was called to order by Chairman Randy Jones at 6:37 pm.

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

Operator In Charge: Randy Jones

Clerk/Treasurer: Gina Ormond

Absent: Scott Carlson, Operator

SPEAKERS: Chris McMillen, People Service, Inc. - Not present. Table until May 2, 2023 meeting.

APPROVE MINUTES: A motion was made by Virgil Nelson, second Pete Kruit to approve the minutes from the March 7, 2023 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 2023. Motion passed without negative vote.

FINANCIAL REPORT: The Financials were presented to the Sewer Commission for review.

OPERATOR'S REPORT: Randy Jones has been working on the PMP report and the CMOM. The BOD numbers are back in line. Everything has been operating well. The manhole by County Road D and Elm Road needs a cover. Calibrations of the flow meters will be done on April 13. Randy Jones will be attending a Waste Water Conference in Barron on April 21. Randy Jones will talk to Dave Sigfrid about jetting out the sewer lines.

CLERK'S REPORT: Resolution 23-04 – Amending the 2022 budget for the Village of Poplar Sewer to make an extra loan payment on the USDA loan was emailed to Lisa Totten to look at. She will look it over and get back to us. Table until the May 2, 2023 meeting.

NEW BUSINESS:

- A motion was made by Randy Jones, second Dan Bergsten to approve the $\frac{3}{4}$ Single Rate for Cindy West at 5014 S Vintage Drive and William Berg at 5012 S Vintage Drive. Motion passed without negative vote.
- A motion was made by Randy Jones, second Ken Clausen to contact HK Solutions to perform maintenance on manholes included in a quote that was received. Motion passed without negative vote.
- Randy Jones went over the PMP report and the CMOM that he has been working on.
- Randy Jones discussed putting an ad in the paper to look for someone to take over both Randy Jones and Scott Carlson's positions. Both of them are looking to step down in the near future. There were discussions on how to fill the Waste Water position for the Village of Poplar.

FUTURE AGENDA ITEMS:

- Discuss and vote on Resolution to pay an extra payment for the USDA loan.
- Discuss the list of residents that have the $\frac{3}{4}$ Single Rate.
- Chris McMillen, People Service, Inc – Discuss the service provided for Waste Water Operator.

ADJOURNMENT:

A motion was made by Pete Kruit, second Virgil Nelson, to adjourn at 7:36 PM. Motion carried without negative vote.

Randy Jones, Chairman

Gina Ormond, Clerk/Treasurer

Date:
