

Village of Whitelaw
Utility Committee Meeting Minutes
Monday, August 3rd, 2026, 6:15 P.M.
Village Hall - 147 W. Menasha Ave., Whitelaw, WI

1. The regular monthly Utility Committee meeting was called to order on Monday, August 3rd, 2026, at 6:15 p.m. by Village President Randy Christiansen. Present were Trustees Beverly Linzmeier, Barney McCulley, and Clerk/Treasurer, Sheena Kocourek. Public Works Director, Jerry Linsmeier was absent. Public present: Dan Braun
2. **Approval of the minutes** from the July 6th, 2026, Utility Committee Meeting: Motion by McCulley, seconded by Linzmeier to approve the minutes. Motion carried.
3. **Approval of Bills/Treasurer Reports:** Committee discussed the insurance claim and noted that any service calls or repairs for the June 10th lightning strike claim would not be reimbursed. The insurance claim has been closed, and the village received an insurance claim payment of \$13,988.83. Sheena presented the following vouchers: Badger Labs – \$565.00, Crane Engineering – \$3,253.83 (Insurance covered \$1,325.93 for the motor replacement due to lightning strike. Remaining \$1,789.00 for service calls was not covered.) Culligan – \$44.00, HydroCorp – \$315.54, Mid American Research – \$436.79, Xylem/Flight Pump – \$12,038.20 (pump ordered in May) Motion to pay vouchers in the amount of \$16,653.36. Motion by Linzmeier. Seconded by McCulley. Motion carried
4. **Old Business**
 - a. Review weekend schedule- Jerry was absent from tonight's meeting, no update. Motion by Linsmeier to table until Jerry provides information. Second by McCulley. Motion carried.
 - b. Discussion/Possible action on the estimate by Ross Frisch on the drainage ditch easement property along Cty Hwy S. Dan Braun provided background on the drainage ditch located on this property, originally tied to an easement granted in the 1980s. The ditch has not been maintained and is causing water backup affecting neighboring properties. Sheena reported a verbal estimate she received from Ross Fritsch for cleaning the ditch at \$6,000.00 Committee agreed the work is necessary but noted it is not budgeted for 2026. Earliest possible completion would be winter or 2027 budget. Committee will review further with Jerry and make a recommendation to the Village Board.
 - c. Discussion/Update regarding the CMAR response from the DNR that requires a September 30th action date to move the influent composite sampler location to after fine screening & prior to the oxidation ditch and track the influent BOD loadings/Possible extension on due date. Sheena noted that she spoke with Jerry and he is still working with PJ Kortens regarding this. Motion by Linsmeier to table. Second by McCulley. Motion carried.

- d. Discussion/Update regarding the WPDES Permit through DNR. Sheena spoke with Jerry before tonight's meeting to give an update. Jerry stated that he took the PFAS sample two weeks ago; results pending. Motion by Linsmeier to table. Second by McCulley. Motion carried.
- e. Discussion/Update regarding the insurance claim submitted for the lightning strike near the treatment plant. The Insurance claim has been closed. Insurance paid \$13,988.83 for pump and motor damage. The uncovered portion totals \$5,647.00 (service calls and repairs). Committee discussed pump replacement and sensor issues. Jerry will verify installation plans.

5. New Business

- a) Discussion/Possible action to update the Water Utility Reconnection Charge from \$30.00 to the PSC-approved rate of \$40.00. Research showed PSC already approved a reconnection fee up to \$40.00. The Village currently charges \$30.00. Motion by Linsmeier to increase the reconnection fee to \$40.00. Second by McCulley. Motion carried. Recommendation will be forwarded to the Village Board.
- b) Discussion on Late/ Unpaid Utility Bills - Sheena presented the July 23rd billing period list showing 21 unpaid accounts despite an extended grace period due to July being the first month with an earlier due date than previous months. Shutoff notices will be mailed, with shutoff scheduled for August 17th.
- c) Any other New Business brought to the Committee- The Committee emphasized the need to paint curbs before winter and requested consistency in distance from stop signs. Jerry will coordinate with Valders regarding use of their curb-painting machine.

6. **Adjournment:** Motion by McCulley to adjourn the meeting, second by Linsmeier. All in favor. Motion carried. The meeting was adjourned at 6:42 p.m.

Prepared by: Sheena Kocourek Clerk/Treasurer

Note: These draft minutes are subject to approval at the September 8th, 2026 Utility Committee meeting.