

Minutes

Village of Arpin Sewer Utility – Wednesday, December 13, 2023

These notes are not minutes of this meeting until accepted and approved at their next regularly scheduled meeting.

Meeting Called to Order: 7:00 p.m.

Members Attending: President: Jack Esser Trustees: Dan Mrotek, Tim Esser, Kevin Albrecht, Libby Block

Staff: Jill Richardson

Residents: Rollin & Sharon Dupee

Non-Residents:

1. **Minutes:** MOTION (Jack Esser/Libby Block) to approve meeting minutes from November 8, 2023, Sewer Utility Meeting. Carried 5-0.
2. **Minutes:** MOTION (Dan Mrotek/Kevin Albrecht) to approve meeting minutes from November 8, 2023, Sewer Utility Budget Hearing. Carried 5-0.
3. **Financial Statement:** MOTION (Jack Esser/Libby Block) to approve Village of Arpin Sewer Utility Financial Statement from November 2023. Carried 5-0.
4. **Sewer Operator Report:** The plant is running within acceptable limits.
5. **Sewer Rates:** MOTION (Jack Esser/Dan Mrotek) to approve Resolution 2023-05 to Adopt 2024 Sewer Rates. Motion Carried 5-0.
6. **CMOM Review and Compensation:** The CMOM document, as required by the WI DNR audit, was reviewed. The completion of the CMOM is outside of the normal duties of the clerk; compensation to the clerk was discussed.

MOTION (Dan Mrotek/Jack Esser) to approve paying the clerk \$17.88 hourly rate for 40 hours. Carried 5-0.
7. **Maintenance & Repairs:** Repairs to the main line on Main Street and in front of the Fire Department building have been completed. The televising schedule was discussed. The area of 186 where cracking is visible will be “watched”.
8. **Phosphorus Project:** Roth Engineering has been in contact with the Village gathering the information needed to complete the plans and specs for the WI DNR. Currently, Roth is about 50% complete with the plans and specs and believe they are on schedule to complete the submittal by the end of the year.

9. **Future agenda items:**

10. **Adjourn:** MOTION (Jack Esser/Kevin Albrecht) to adjourn 7:26 p.m. Carried 5-0.

Jill Richardson, Clerk/Treasurer