



**CITY OF MAYVILLE UTILITIES COMMISSION**  
**MEETING MINUTES**  
**APRIL 27, 2026**  
**5:00 PM**  
**MAYVILLE CITY HALL**

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**1. CALL TO ORDER AND ROLL CALL**

Meeting was called to order at 5:00 p.m. by Commissioner Engel with the following roll call:

Present: Ald. Olson, Ald. Smith, Ald. DeBaker, Rob Boelk and Gene Frings

Absent: Ald. Henkel

Staff present : Utilities Director Courtney Steger and Utilities Accountant Gwen Owens

**2. CITIZEN COMMENTS**

None

**3. ELECTION OF CHAIRPERSON**

Mike Engel was nominated for Chairperson by Alderperson Olson. Seconded by Commissioner Boelk. Motion passed 5-0

Tony DeBaker nominated for Vice-Chairperson by Alderperson Olson. Seconded by Commissioner Boelk. Motion passed 5-0

**4. APPROVAL OF MINUTES**

**4.1. Approval of the March 23, 2026, Utility Commission Meeting**

**5. APPROVAL OF BILLS**

**5.1. Approval of the Water Utility Bills and Wastewater Utility Bills of March 2026**

**6. WATER REPORT**

- Hydrant flushing has been noticed and started and will continue through June.
- Well 4 has issues with actuators that stems from the incorrect spec data from the manufacturer. All parties are working on warranty options for replacement.
- South School Street will be patched in late summer to allow for settling from significant repairs in that area.
- A temporary water set-up on Grove Street broke on 4/22 about 11:30 pm. A homeowner called it in and knew to shut the hydrant down. They continue to have issues getting this line to pass a pressure test.
- We found 3 lead services on Allen Street as expected- the funeral home and two residences. The residential lead both had copper coming through the floor of the basement. We've asked contractors to dig back from the curb stop to identify the length of lead that will need to be replaced.

**6.1. Well & Distribution System Report Discussion**

## 7. WASTEWATER REPORT

### 7.1. Sewer System Report Discussion

- We experienced an overflow on Easter Sunday, 4/5. This was due to choke point issues that are being addressed within reconstruction. The DNR issued a notice of noncompliance; the overflow was contained to the facility, and no further action is necessary on part since reconstruction is in progress.
- A pump at our Golf View lift station failed on 4/22. It was replaced with a spare. This pump will not be able to be repaired as the guide claw, wear ring, keyway, impeller, and carbon bushing are all badly damaged.

## 8. DISCUSS WITH POSSIBLE ACTION

### 8.1. Monthly Update on the Water/Wastewater Facility Project

Director Steger reviewed the advancements that have taken place in regard to the repairs of Wells# 2, 3 and 5. Also, reviewed the progress of construction for the treatment plant. Handouts were passed out showing the breakdown of the contingency funds. This will now be part of monthly handouts until all work is completed.

Also discussed not removing the old sludge tank. This will save nearly \$40,000 in construction costs and the old tank can be used for back up if ever needed.

### 8.2. Discussion Regarding 2026 Wastewater Testing of Perfluorooctanic Acid (PFOA) and Perfluorooctanesulfonic Acid (PFOS) Results

Director Steger explained and reviewed the Wastewater testing. PFOA is at 2.8 and PFOS there is no detection.

### 8.3. Discuss, with Possible Recommendation, New Sewer Service Application for Parcel 028-1316-2622-037

Location: N10470 Meadow Lane, Lomira, WI

Recommended to approve and send to Council for voting

### 8.4. Discuss, with Possible Recommendation, New Sewer Service Application for Parcel 143-1216-0344-007

Location: 51 Valley Street, Kekoskee, WI

Don Hilgendorf explained that the request is for 24 lots to go in and have sewer hookup in Kekoskee.

Motion by Commissioner Boelk and 2nd by Commissioner Frings to table this item until we hear back from the Attorney and also requested a boundary agreement.

### 8.5. Review and Discussion Regarding Annual Department of Natural Resources Chloride Reporting

Director Steger did an overview of the report. It has been approved as is.

### 8.6. Review and Discussion Regarding the 2025 Public Service Commission (PSC) Annual Report Filing

Director Steger went over the submission of the PSC annual report. Water loss for 2025 was at an all time low of just 7%.

### 8.7. Discuss, with Possible Recommendation, Pay Application #10, to C.D. Smith Construction, Inc., in the Amount of \$700,170.75

Project: Water/Wastewater Treatment Facility Upgrade

Motion to approve payment and forward to council by Commissioner Boelk. Seconded Alderperson DeBaker

### 8.8. Discuss, with Possible Recommendation, Pay Application #11, to C.D. Smith Construction, Inc., in the Amount of \$811,565.39

Project: Water/Wastewater Treatment Facility Upgrade

Motion to pass on to Council for payment approval by Alderperson DeBaker. Seconded by Commissioner Frings.

**9. FUTURE AGENDA ITEMS**

Sewer connection for the following:  
N10470 Meadow Lane Lomira Wi  
51 Valley ST Kekoskee

**10. NEXT MEETING DATE AND TIME**

**10.1. Next Meeting Date - May 25, 2026, at 5:00 PM**

Motion to change the next meeting to May 26th 2026 at 5 P.M. due to the Memorial Day holiday by Alderperson Olson. Seconded by Commissioner Engel.

**10.2. Discuss, with Possible Action, Changing the Date for the May Utilities Commission Meeting**

**11. ADJOURNMENT**

Motion to adjourn by Commissioner Frings. Seconded Commissioner Engel.