

MEMBERS PRESENT: Chairman Timothy Clark. Sewer Commission Members Jon Hubbard, Keith Granum, Roger Mayer, and Darrin Campbell.

ALSO PRESENT: Village Administrator Jeff Herrmann, Public Works Superintendent Sam Salzman, Area Septic Representatives, Austin Huss, two representatives from Short Elliot Hendrickson, Mark Mickelson and Robert Malzahn and Attorney Hector de la Mora.

CALL MEETING TO ORDER:

Commissioner Chairman Clark called the meeting to order at 2:00 pm.

PUBLIC COMMENTS:

No public comments.

CORRESPONDENCE:

A memorandum from SEH with the monthly engineering report. Information on the paneling bid was also included in the packet for all commissioners.

DISCUSSION AND ACTION ON MINUTES FROM APRIL 16, 2026 SEWER COMMISSION MEETING:

Commissioner Granum made the motion to approve April 16, 2026, minutes. Commissioner Hubbard seconded. Unanimously approved.

PRESENTATION BY SEH AND ASI ON VILLAGE OF LAC LA BELLE UTILITY DISTRICT MONTHLY ENGINEERING & MAINTENANCE/REPAIR REPORTS:

See Memorandum dated June 11, 2026.

UPDATE ON LAC LA BELLE LIFT STATION PANEL REPLACEMENTS:

Austin reported fixing a galvanized pipe and addressing odor issues at Fieldstone Glass.

DISCUSSION AND ACTION ON DOCUMENTATION FOR THE SHARING OF COSTS FOR UTILITIES AND CHEMICALS AMONG LAC LA BELLE, MARY LANE, AND IXONIA:

The commission discussed the chemical delivery costs and wanted to explore potential alternative to the current vendor. They would also like to review existing agreements with Ixonia regarding chemical treatment and the agreement from 2007 where Ixonia agreed to pay for half of the chemical treatment costs.

UPDATE ON PROPOSED FINANCING FOR THE MARY LANE FORCE MAIN PROJECT:

Administrator Herrmann and the commission reviewed financing for the Mary Lane Force Main project, with estimating the cost around 3.1 million, though specific details about railroad costs and other expenses are still being finalized.

DISCUSSION ON ADMINISTRATIVE COSTS ALLOCATION FOR EACH UTILITY DISTRICT:

Commissioners agreed it would be beneficial to complete a sewer rate study on each Utility District. This will help determine future quarterly billing rates. Administrator Herrmann and Chairman Clark will provide updated financing allocation information to each district by August to support the start of the 2027 budget process.

SET NEXT COMMISSION MEETING DATE AND TIME:

The next Sewer Commission meeting is scheduled for August 6th at 2:00 pm.

OTHER ITEMS OF INTEREST TO BE DISCUSSED:

No other items were discussed.

ADJOURNMENT:

Commissioner Granum made the motion to adjourn. Commissioner Mayer seconded. Meeting adjourned at 3:23 pm.



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MEMORANDUM

TO: Village of Lac La Belle Sewer Utility Commission
FROM: Robbie Malzahn, PE
DATE: June 11, 2026
RE: Engineering Report
SEH No. 142595 14.00

The following information describes the status of the sewer system operations and maintenance.

1. Action Items: N/A
2. Village of Lac La Belle Sanitary Utility District No. 1
 - A. Lift Station Reporting and System Maintenance
 - i. Area Septic Installation (ASI) continues to perform weekly and monthly maintenance duties.
 - ii. Lift Station 12: During a heavy rain event in late April, ASI received a high-level alarm. Following investigation, they identified a PVC fitting had failed due to cracking on the discharge pipe inside the wet well. Fixed early in June.
 - B. Lift Station Control Panel Replacements
 - i. Village has contracts. If executed, the contracts should be redistributed to the contractor and SEH. Next step is to have a preconstruction meeting to understand contractor schedule and review contractor submittals.
 - C. WDNR 2025 Compliance Maintenance Annual Report (CMAR):
 - i. SEH is preparing the report and will be reaching out to the Village for more information. The overall annual grade should have a high-grade point average (good), since no sanitary sewer overflows (SSO) were identified in 2025.
 - D. Bioxide Status
 - i. Current Bioxide inventory is about 400 gallons.
 - ii. Last Bioxide delivery was October 2025 for 1,500 gallons.
3. Mary Lane Sanitary Utility District No. 2
 - A. Lift Station Reporting and System Maintenance (Main, Industrial, and Frontier Lift Stations)
 - i. Area Septic Installation (ASI) continues to perform weekly and monthly maintenance duties.
 - ii. Sewer Televising & Cleaning Request for Quotes (RFQ): On May 26th, the RFQ was issued to contractors, deadline to submit a quote is June 17th.

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PROJECT PROGRESS REPORT

SEH Project No.: 176050
Project Name: MLASD Force Main Replacement Project
Client: Mary Lane Sanitary Utility District No. 2
Date: June 11, 2026

To: Village of Lac La Belle Sewer Utility Commission

From: Robbie Malzahn

1. Current project status:

- We Energies Easement:
 - Village finalizing easement with We Energies.
- CPKC Railroad
 - Village finalizing railroad permit agreement with insurance company and CPKC.
- City:
 - An approval letter from the City of Oconomowoc WWTF is needed for WDNR resubmittal.
 - For permanent bypass, need to formalize a Intergovernmental agreement for ownership and maintenance responsibilities (including the discharge and next downstream manhole). Passed on information to Village legal for agreement preparation.
- WDNR Permit Applications:
 - Sanitary Sewer Extension Permit – Need to finalize comments and resubmit WDNR.
- Existing Easements:
 - Mapleway Bowl – Previous verbal agreement was to seal coat driveway for construction
 - Performance Coatings – Plan to modify the existing easement to a vacate a portion of easement since traveling down We Energies property.
 - Reddelien Truss – Plan to vacate the current easement since traveling down We Energies property.
 - SEH will start drafting the easement revisions in preparation with easement owners.
- Contractor – Advance Construction
 - SEH updated contractor with current project status.

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