

## VILLAGE BOARD MEETING

### From:

Brandon Barlow, Utilities Office Manager

## VILLAGE OF HARRISON

### Meeting Date:

January 28, 2025

### Title:

Harrison Utilities

### Issue:

Monthly Report to the Board

## Background and Additional Information:

### 1. 2025 Meter Change, Clear Water Inspection, and Residential Cross Connection

**Survey Program:** The Department of Natural Resources (DNR) and Public Service Commission (PSC) require that utilities conduct programs to ensure safety and efficiency of water and sanitary sewer services. A key aspect of compliance with DNR and PSC regulations is the meter change, clear water inspection, and residential cross connection survey program. Harrison Utilities has elected to conduct the program whereby meters are replaced and inspections are conducted on a 20-year cycle, meaning that approximately 5% of customers (excluding meters larger than 1”) are notified annually about the required appointment. Utilities Billing Clerk Jessi Flohr conducts the mailing of the notification letters and coordination of the appointment schedule. The 2025 program includes 147 customers.

### 2. Transition of Engineering Services:

Staff has been meeting with representatives from Martenson & Eisele as well as McMahon regarding the transition of records and responsibilities. McMahon is also evaluating options for the Lift Station #3 Force Main replacement project as well as the Geographic Information System (GIS) database.

### 3. Neenah-Menasha Sewerage Commission (NMSC):

A regular meeting of the NMSC was held on Tuesday, January 28th. Agendas and minutes for the meetings of the Neenah-Menasha Sewerage Commission are available at [www.nmscwtp.com](http://www.nmscwtp.com)

### 4. Permits Issued in December:

#### a. Sanitary Sewer Connection:

Area	Single Family & Duplex	Multi-Family	Commercial
Lakeshore (Harrison)	0	0	0
Lift Station #4 – Harrison	0	0	0
Lift Station #4 – Menasha	1	0	0
Lift Station #6 (Harrison)	2	0	0
<b>Total</b>	<b>3</b>	<b>0</b>	<b>0</b>

#### b. Sanitary Sewer & Watermain Permit:

i. Sandhill Landing (City of Menasha)

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**Budget Impacts:**

None

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**Recommended Action:**

None

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**Attachments:**

2024.12.02 - Harrison Utilities S&W Main Permit Approval Documents - Sandhill Landing