

**VILLAGE BOARD MEETING**

**From:** Brandon Barlow, Utilities Office Manager

**VILLAGE OF HARRISON**

**Meeting Date:** 10/28/2025

**Title:** Harrison Utilities Monthly Report to the Board

**Recommended Action:** None

**Background and Additional Information:**

1. **Annual Fall Flushing Program:** The operators have been conducting the annual fall flushing program. While all the fire hydrants are flushed each spring, select hydrants on dead ends and in low flow areas are flushed again in the fall to help ensure optimal water quality across the service area.



2. **Sewer Manhole Rehabilitation:** Great Lakes TV Seal Inc. completed rehabilitation of 12 manholes which were identified as part of the televising and jetting program. As infrastructure degrades with time it can lead to increased levels of inflow and infiltration (I&I) as well as the possibility of sewer system backups. The rehabilitation consists of rebuilding the interior structure of the manhole and then applying an epoxy coating to provide additional protection over the long-term.
3. **Tax Roll Notifications:** Wis. Stat. § 66.0809 contains provisions whereby on October 15th of each year notice is given to customers with past due balances. Those customers have until November 1st to pay the outstanding balance before a 10% penalty is added to

the arrears. Unless the arrears and any additional penalty are paid by November 15th, the arrears and penalty will be levied as a special charge against the parcel. A total of 130 notices covering arrears of \$31,406.81 were mailed this year.

4. **Harrison Heights 3 Subdivision:** Conditional Acceptance of the water and sanitary sewer infrastructure in the Harrison Heights 3 Subdivision was issued on 10/21/25 (documentation attached). Conditional Acceptance allows sanitary sewer connection permits to be issued in the development. A recommendation for Final Acceptance will be brought to the Board once final roadway improvements have been installed and the water and sanitary infrastructure can be re-inspected upon completion of this work.
5. **Neenah-Menasha Sewerage Commission (NMSC):** A regular meeting of the NMSC was held on Tuesday, October 28<sup>th</sup>. Agendas and minutes for the meetings of the Neenah-Menasha Sewerage Commission are available at [www.nmscwwtp.com](http://www.nmscwwtp.com)

6. **Permits Issued in September:**

a. Sanitary Sewer Connection:

Area	Single Family & Duplex	Multi-Family	Commercial
Lakeshore (Harrison)	0	0	0
Lift Station #4 – Harrison	3	0	0
Lift Station #4 – Menasha	1	0	0
Lift Station #6 (Harrison)	4	0	0
<b>Total</b>	<b>8</b>	<b>0</b>	<b>0</b>

b. Sanitary Sewer & Watermain Permit: Forest Ridge Subdivision, located in the Village of Harrison (documentation attached).

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**Budget Impacts:** None

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**Attachments:**

- Harrison Heights 3 – Conditional Acceptance Documents
- Forest Ridge Subdivision – Sewer & Water Main Permit Approval Documents