

Burns Harbor Sanitary Board
Minutes of Wednesday, December 17, 2025

The Burns Harbor Sanitary Board met in regular session Wednesday, December 17, 2025, at the Burns Harbor Town Hall. The meeting was called to order by Sanitary Board Chair Jennifer McHargue at 7:00 p.m. The Pledge of Allegiance was recited.

Roll Call:
Jennifer McHargue..... Present
Gordon McCormick..... Present
Vacant Seat

A quorum was attained.
Also, present were Superintendent Brandon Downey, Secretary Gina Bondi, Deputy Clerk Madeline Parker, Attorney Clay Patton, as well as Engineer Jeanette Hicks via zoom.

Approval of Minutes
Gordon McCormick made a motion to approve the Minutes of November 19, 2025. Jennifer McHargue seconded the motion. Gordon McCormick — aye. Jennifer McHargue — aye.
Motion passed.

Correspondence
Nothing to discuss.

Sanitary Report
Superintendent Brandon Downey states that there were a couple of call outs and some issues with lift station #5 going into alarm, but they have been reset and things are okay. These are the normal issues we have been having. Gordon McCormick asked which one is lift station #5? Brandon Downey states that lift station #5 is the one at Luke’s gas station and that they recently replaced a pump that had burned up over there. McCormick then states that the lift station report only has one, two and three on it, instead of all six lift stations. Brandon states that is all the reports. McCormick then states that lift station #5 has over a million gallons, Brandon then states he is not understanding the configuration of how we’re going from this many gallons to that many gallons and the reason this flow report is showing zeros, there is something with ScaData that happened and I’m waiting on Andy, with Gasvoda to contact me with his technical division and they’re supposed to be contacting me tomorrow about getting me prices and what is going on with all that. Gordon McCormick asked if lift station #6 is on US Hwy 12, Brandon states no, that is lift station #1, and that #1 goes to the plant and so does #2. McCormick then states that we have 13,000 gallons at lift station #1 and a million at #5. Brandon states yes, and that it doesn’t make any sense but is hoping that Gasvoda can help him out and that maybe it’s a ScaData issue. McCormick then asked if we are working on getting them all on the same plan. Brandon states yes, it’s a work in progress. Brandon states that he also wanted to bring up the generator at lift station #2 and that it does cycle once a month, and he is working on getting the exact date and time, but it is set for once a month. He also states that he is working on getting a quote from Superior Pumping about a new flight pump but is also waiting on Xylem Chicago distributor to give him a quote as well, cause maybe they can get it cheaper and faster. McCormick asked, did they have them in stock? Brandon states that he is waiting. McCormick then states how in the world did we get involved in buying these pumps that were made overseas somewhere? Downey states that was done in the past, and the lead time could be anywhere between 8 to 12 weeks since they are coming from out of the country for these pumps. Jennifer McHargue asked what are other options? Downey then states that he is using Superior and Xylem to hopefully figure that out. McCormick then asked if we had any spares? Downey states that right now they used the last spare for lift station #5. McCormick asked if one of them is getting repaired right now? Downey states that it’s supposed to be getting rebuilt, but as far as he knows all these pumps that we have on record, pump inventory were all switched to flights, so this inventory is inaccurate. He also states that all the stations were switched to flights a couple of years ago, I think when Bill Arney was still running the sanitation department. McCormick then asked if the flight is getting repaired? Downey states that he believes it’s in Superior’s possession right now, so to answer your question, we do not have any pumps in stock right now. McHargue asked anything else? Downey then states that he will be contacting Insight tomorrow, they are the company that will be updating our sewer camera. They told him to contact them after the 17th, once certain parts are in. Downey will be contacting them to schedule delivering that to Wisconsin.

Wastewater Treatment Plant Report
Gregory Marks has submitted the monthly reports to IDEM, and that we have recently performed some concrete repairs at the wastewater treatment plant. There are no current operational or maintenance related issues to report.

Engineer Report

Engineer Jeanette Hicks states that her and Superintendent Brandon Downey have been discussing the upcoming lift stations, especially lift station #2 panel up grades. We have some ideas for a panel configuration and plan on meeting with John, from Superior Pumping to go over some ideas and will hopefully have more information for the next meeting

Old Business**Class II ERU's**

Will be discussed at next month's meeting

New Business

Nothing to discuss.

Sanitary Appeals***Zelenika***

Deputy Clerk Madeline Parker said we based on communication with Mrs. Zelenika we expect payment in January.

Approval of Claims and Purchase Orders with two (2) or more signatures

McCormick made a motion to approve the Claims and Purchase Orders with two (2) or more signatures. McHargue seconded the motion. Gordon McCormick – aye. Jennifer McHargue – aye. Superior Pumping invoice # 4140 and Gasvoda invoice # 25SVC0642.

Motion Passed.

Spending Review

Nothing to discuss.

Delinquencies

Nothing to discuss.

Flow Report

McHargue states that was already discussed.

Good of the Order of the Community & Any Other Business

Nothing to discuss

Announcements

Next meeting is February 18, 2026 at 7pm.

Adjourn

McCormick made a motion to adjourn. McHargue seconded the motion. Gordon McCormick — aye. Jennifer McHargue — aye. **Motion passed.**

Meeting adjourned at 7:21 p.m.

Submitted by: Gina Bondi, Secretary

APPROVED

Jennifer McHargue, Chair

Gina Bondi, Secretary