

City of Ashland – Public Works Committee Meeting **Minutes**

A meeting of the Public Works Committee was held on **Thursday, May 14, 2026** at **5:00 PM** in the City Hall Council Chambers (601 Main St W).

1. Roll Call

The May 14, 2026 Public Works Committee Meeting was called to order at 5:03 p.m. Roll call was taken:

Present - Anne Chartier, Ed Calhan, Robert Klamerus, Phil Sorensen

Also Present - Public Works Director John Butler, Utility Billing/Admin Support Megan Erickson, Public Works Admin Manager David Garrington

Absent - Andy Goyke

2. Approval of Minutes

Sorensen motioned to approve the minutes from the April 16, 2026 meeting. Klamerus seconded. Motion carried unanimously by voice vote.

3. Citizen Participation Period

4. Unfinished Business

5. New Business

- a. Discussion and Possible Recommendation on New Leak Credit Policy
Sorensen motioned to recommend adoption of the new leak credit policy to City Council. Klamerus seconded the motion. Motion carried unanimously by voice vote.
- b. Discussion and Possible Recommendation on Changes to Chapter 711 Ordinance for a POTW and Collection System, Ashland City Ordinances
The department wanted to highlight a few major changes to Ord. 711. Discussion was held on the following items:

The committee was in agreement that private laterals are a part of the sewer

system. PW would like the ordinance to make clear that a permit is required for work performed on private laterals, including repairs, replacements, new installation or alterations. They would also like to charge a fee for these permits. No fee is currently charged.

Presently, there are customers connected to the sewer system but not the water system (private well), without a meter installed. The department wants these customers to install water meters on private wells or charge a fee to customers without a meter and refuse to install one. The committee was asked for input regarding what fee to charge; The committee suggested 1 Equivalent Residential Unit (ERU). Chargeable fees will be discussed internally and brought to the next scheduled meeting.

Language will be added to reflect current practice regarding non-metered non-residential being billed monthly rather than bi-monthly. The department would also like to start assessing a 1.5% penalty per month to all bills not paid by the date fixed for final payment.

6. Items of Interest for Future Meetings

City Ord. 705

City Ord. 711

Sidewalks

7. Set Next Meeting Date

- a. Thursday June 11, 2026

8. Adjournment

Klamerus moved to adjourn; Sorensen seconded. Motion carried unanimously by voice vote.