

MINUTES OF THE WATER COMMISSION MEETING – FEBRUARY 15, 2011

Call to Order

Water Commission meeting was called to order at 6:00 P.M. by Kevin Coffey, Chair

Roll Call

PRESENT: Kevin Coffey, Chair
Mike Bevers
Larry Van Lankvelt
Tim Wegand

EXCUSED: Tim Bevers, Village President Charles Fischer, Village Clerk Vicki Schneider

ALSO PRESENT: Director of Finance Dale Haug, Director of Public Works Roy Van Gheem,
Village Administrator Charles Kell

Public Appearance for Items Not on the Agenda

None

Approval of Minutes

Water Commission Minutes of January 18, 2011

Moved by Commissioner M. Bevers, seconded by Commissioner Van Lankvelt to approve the minutes of January 18, 2011 as presented.

All Ayes – Motion Carried

Action to Award Contract – Upgrades to Well House #3

R. Van Gheem stated that four bids were received on the project ranging in price from \$28,150 to \$36,440 and Faith Technologies of Appleton was the low bidder and they appear to be a responsible bidder and qualified to perform the work. R. Van Gheem stated that the bids came in quite a bit lower than expected. R. Van Gheem stated that staff is recommending to award the contract for the Well House #3 Upgrades to Faith Technologies of Appleton for \$28,150.00. R. Van Gheem stated that the Department has used Faith Technologies for other projects and they have done a good job. Discussion took place.

Moved by Commissioner Coffey, seconded by Commissioner Bevers to Approve Awarding the Bid for the Well House #3 Upgrades to Faith Technology, Inc. of Appleton for \$28,150.00.

Ayes 4, Nay 0 – Motion Carried

D. Haug noted that the recommendation to award the bid is on the Village Board's agenda for action at tomorrow's Village Board meeting.

Progress Reports

MCO Operations Update

J. Verstegen reported that the Department had received their annual visit from the DNR and there were no problems reported and next year the Department will be required to complete an in-depth sanitary survey on the Wells. J. Verstegen also reported that the DNR Rep. had some good direction on the non-residential cross connection inspection program that involves reclassification of these properties after the initial inspection and this would result in getting these properties in two, five, and ten year cycles for inspections and a plan for inspection of these properties will be submitted to the DNR for approval. Verstegen reported on some issues with the softeners and stated there was much more clogging than usual with the brine system and this may have been the result of last year's salt hauler having other items in the salt when they dumped it. J. Verstegen stated that a valve was replaced at Well # 4 and he also commented on a training session on procedures for using the bulk fill system that was held with the Town of Vandenbroek Fire Department. The Town's F.D. was also asking about hooking up to the

Village's fire hydrants and they were directed to talk with the Fire Chief about that request. R. Van Gheem stated that if the Fire Chief honors the request, there will be a number of requirements the Water Department will put in place for the Fire Department to follow. J. Verstegen reported on a service break on E. Main Street and meter changes and cross connection inspections that are being conducted. The Well #3 project will be started once the contract is approved. J. Verstegen stated next month he will provide commissioners with a leak history report next and the work plans for leak detection. J. Verstegen reported that the heater at the Jefferson Street plant was replaced.

Director of Public Works

R. Van Gheem informed the Commission that a Public Informational Meeting on the utility reconstruction projects for Kelbe Dr., Moasis Dr., Holland Rd., and Pogrart Road will be held on February 23. R. Van Gheem also reported that design is starting on the Ebben Pond and he purchased a dehumidifier for the Jefferson St. plant at a good price.

Finance Director

D. Haug reported that the 2010 budget report is almost finalized as the revenue is complete and the utility was up approximately \$10,000 overall in revenue but the expenses are not 100% complete at this time. D. Haug also reviewed the 2011 January budget status. D. Haug also commented on an article about recent rate cases pointing out that the average increase was 39% for the communities listed. D. Haug reported that the annual PSC report and the rate case study application are being worked on.

Approval of Vouchers

Moved by Commissioner Van Lankvelt, seconded by Commissioner Wegand to approve and authorize payment of the vouchers from their respective funds as presented.

All Ayes – Motion Carried

Unfinished Business

Staff commented that Open Range Communications has not yet installed their equipment on the top of the Village's water tower.

Items for Future Agenda

Update on Rate Case Study

Adjournment

Moved by Commissioner Bevers, seconded by Commissioner Van Lankvelt to adjourn the meeting at 6:37 p.m.

All Ayes - Motion Carried

VILLAGE OF LITTLE CHUTE

Attest: Vicki Schneider, Village Clerk

By: Kevin Coffey, Chair