

## MINUTES OF THE WATER COMMISSION MEETING – MARCH 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  
Tim Bevers  
Larry Van Lankvelt  
Tim Wegand

EXCUSED: Village President Charles Fischer

ALSO PRESENT: MCO Rep Jerry Verstegen, Director of Finance Dale Haug, Director of Public Works Roy Van Gheem, Village Administrator Charles Kell, Village Clerk Vicki Schneider

### Public Appearance for Items Not on the Agenda

None

### Approval of Minutes

#### Water Commission Minutes of February 15, 2011

*Moved by Commissioner M. Bevers, seconded by Commissioner Van Lankvelt to approve the minutes of February 15, 2011 as presented.*

All Ayes – Motion Carried

### Update on Leak Detection Program

J. Verstegen commented on the written Leak Detection Program update memo provided by Chris Kang of MCO. The program has continued to uncover leaks throughout the system and the unaccounted water percentage has decreased from 15% in 2008 to an estimated 10% in 2010. By using the listening devices on hydrants, a few leaks were found and this has helped with determining the hydrant replacement schedule. J. Verstegen stated that they are in the process of setting up a program for also listening to curb boxes and the plan is to start this year on the south west end of town and the goal is to check approximately 10% of the system curb boxes but this will depend on available man hours. J. Verstegen stated this spring they will also be investigating a possible main leak on Grand Avenue by the Elementary School.

### Progress Reports

#### MCO Operations Update

J. Verstegen reported that they are moving forward with the Well #3 project and they have started preliminary stages on the Well #2 project. J. Verstegen stated they have moved up the brine tank cleanings due to recent clogging. J. Verstegen also provided a time line for tank inspections and he commented on the issues with Open Range Communications in regards to bringing the well down for them and then they were not showing up to do the work at Well #2. Staff commented on various issues with the Open Range Communication contractors and J. Verstegen stated he is going to have to stick by the requirement of 48 hour notice for lowering the well as is stated in their agreement. J. Verstegen reported on main breaks on Sanitorium Rd., Main St., Franklin St. and a current active break on Michigan Ct. that will be fixed in the morning. J. Verstegen noted driveway damage that occurred from the main break on Michigan Ct. J. Verstegen reported that they are working heavily on meter changes. J. Verstegen reported on a couple issues with Dutch Harbor Mobile Home Park stating last year they had contracted with the Village for flushing their private hydrants and while the Village was flushing last year a water break happened and the park owner is blaming the utility for causing the break. The owner contacted the Water Department this year and indicated that they do not want the Village to do

their hydrant flushing and because of this decision by the mobile home park he is working with the Fire Department to notify the owner that they will need to complete an annual certification indicating they elect not to contract with the Village and they will have to certify that they will conduct an annual flushing by a certified contractor. The other issue with Dutch Harbor is in relation to their current metering setup as the water system for the entire park has to be shut down to test their meter, so a letter is also going to be sent to the park owner ordering the meter pit to be upgraded. J. Verstegen asked if the issue at Dutch Harbor should be an agenda item or should the Water Dept. just go ahead and send the notice informing them their meter pit needs to be upgraded. Commissioner agreed that the Water Dept. should send Dutch Harbor orders to upgrade their meter and give them a timeframe for compliance.

#### ***Director of Public Works***

R. Van Gheem and staff commented on issues that have come up in working with Open Range Communications for installation of their equipment on the Jefferson St. Water Tower and Commissioners expressed concern because the Village has not received any payment from the company for placing their equipment on the Water Tower. C. Kell will review the contact with Open Range Communications and try to contact them concerning the payments to the Village. R. Van Gheem reported that the Department is moving forward with projects on Kelbe Drive, Moasis Drive, and Holland Road.

#### ***Finance Director***

D. Haug reported on his response to a survey concerning collection of delinquent water accounts as it is being considered at the State level to no longer allow collection of delinquent accounts through placement of the charges on tax bills. D. Haug noted that he continues to support collection of delinquent accounts through placement of the charges on the property owner's tax bill. D. Haug stated he is just reporting this as an informational item at this time and he is not sure if the proposed change in legislation will go through. D. Haug stated the Utility is currently on target with their budget. D. Haug also reported on the status of the PSC report and rate case study.

#### ***Approval of Vouchers***

*Moved by Commissioner Coffey, seconded by Commissioner L. Van Lankvelt to approve and authorize payment of the vouchers from their respective funds as presented.*      All Ayes – Motion Carried

#### ***Unfinished Business***

None

#### ***Items for Future Agenda***

Follow-up on Open Range Communications Project

#### ***Adjournment***

*Moved by Commissioner M. Bevers, seconded by Commissioner T. Bevers to adjourn the meeting at 6:47 p.m.*      All Ayes - Motion Carried

## **VILLAGE OF LITTLE CHUTE**

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By: Kevin Coffey, Chair

Attest: Vicki Schneider, Village Clerk