

## MINUTES OF THE WATER COMMISSION MEETING – SEPTEMBER 18, 2012

### Call to Order

The 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  
Mark Gloudemans  
Tim Wegand

ALSO PRESENT: President Vanden Berg, MCO Rep. Jerry Verstegen, Village Administrator  
Charles Kell, Finance Director Teri Matheny, Public Works Director Roy Van Gheem, Village Clerk  
Vicki Schneider

### Public Appearance for Items Not on the Agenda

None

### Approval of Minutes

#### Water Commission Minutes of June 19, 2012

*Moved by Commissioner Gloudemans, seconded by Commissioner T. Bevers to approve the minutes of September 18, 2012 as presented.*

All Ayes – Motion Carried

### Discussion – 2013 Capital Improvement Plan

T. Matheny led an overview of the CIP noting that the CIP was approved by the Village Board on September 5th. T. Matheny commented on the need to maintain the level of effort for paving as the general transportation aids are tied to the level of effort that the Village puts out every year and she reviewed the proposed projects for the annual paving program for the next five years. T. Matheny noted that this plan also lets citizens know when their road is being targeted for improvements and the timeframe for those improvements. T. Matheny noted that the 2013 CIP for the water utility includes a new truck for the Department and security cameras for the well houses and the 2015 CIP includes the replacement of a hydraulic valve operator and roofing projects could be worked in if necessary. T. Matheny noted that the complete CIP for all Departments is available on the Village's website. T. Matheny noted that the five-year CIP plans for 6.3 miles of water main reconstruction. T. Matheny asked Commissioners to review the CIP and if there are any questions, they can be answered at next month's meeting when the Water Dept. budget is reviewed.

### Discussion – PSC Water Construction and Conservation Rules

T. Matheny reviewed what the changes were to PSC 184 and 185 that went into effect on August 1<sup>st</sup>. T. Matheny stated that staff believes the changes to PSC 184 regarding the approval process for utility construction projects would not affect next year's projects but she hopes to get further clarification at the Water Conference. T. Matheny stated that PSC 185 establishes service standards for regulated water utilities and at this time, the rules have minimal impact on the utility and she also noted that water conservation programs are still voluntary. T. Matheny stated that no action is required by the Commission and staff will continue to provide information and updates on the new rules.

### Progress Reports

#### MCO Operations Update

J. Verstegen provided an update on the Jefferson St. project noting an RFQ for services was sent out to three companies and all three have indicated interest in quoting the project and the quotes are due by September 27. J. Verstegen reported that there was a water main break on the intersection of Florida

Ave. and Greenfield Dr. and also one on Taylor St. and valves were repaired at both of these locations. J. Verstegen also reported that this month there was a break on Moasis Dr. and another one at the intersection of Hwy. N and Evergreen Dr. J. Verstegen reported that a summer intern did some leak detection and 4 leaking hydrants were discovered and repaired. J. Verstegen reported on the meter change outs that took place in August and noted that 31 high/low service orders were completed. J. Verstegen stated that at the Water Conference he will be checking out what types of testing devices are available for large meters. J. Verstegen reported that hydrant flushing will take place the first two weeks of October and after that they will move on to private hydrant flushing. J. Verstegen reported that the private well inventory had been completed and he has met with the new building inspector and brought him up to speed on the private well issues and the plan is to send out a 30-day notice for abandonment and if that isn't complied with, they will be sent a bill for a permit. J. Verstegen reported that they will likely be moving ahead with shell and resin cleaning at Well #2 after the hydrant flushing is completed. J. Verstegen reported that 2012 meter changes are completed and they are working on 2013 changes to stay ahead of the game because of next year's Main St. project. J. Verstegen noted that they still need to address the painting of the interior of the Well #3 plant. J. Verstegen reported that an RFQ has been sent out for the truck replacement and the proposals coming in are under budget. J. Verstegen reported that the issue of discolored water on Garfield Ave. seems to be cleared up and it may have been an issue due to the construction.

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

R. Van Gheem stated that the paving is being completed on Buchanan St. and crews are preparing Sanitorium Rd. for paving.

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

T. Matheny reported that the October budget report will show the full impact of the rate order and even though the rates went up 17%, we are averaging only about a 10% increase in revenue and her guess is that consumption is either flat or down at this point.

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

Commissioners reviewed the bills list. Commissioner Wegand questioned why the G&K Services bill was split in three equal payments but they were all charged to the same account and he questioned what the uniform cost was for and staff stated they will review the bill and report back with an answer at next month's meeting.

*Moved by Commissioner Coffey, seconded by Commissioner Wegand to approve and authorize payment of the vouchers as presented in the amount of \$88,334.03 and draw from their respective funds.*

Ayes 4, Nay 1(M. Bevers) – Motion Carried

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

None

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

Commissioner Bevers term expires in October and he has decided to retire as a Commissioner. Commissioner's discussed replacing Commissioner Bevers and Chair Coffey recommended that Jason Wegand be appointed to the Commission. Commissioners agreed with the recommendation and President Vanden Berg will be making the recommendation to the Village Board before the next Water Commission meeting. Chair Coffey and Commissioners thanked M. Bevers for his 28 years of service to the Village and the Water Commission.

## Adjournment

*Moved by Commissioner M. Bevers, seconded by Commissioner Coffee to adjourn the meeting at 6:30 p.m. All Ayes - Motion Carried*

Commissioners were invited to the Well House for a tour.

## **VILLAGE OF LITTLE CHUTE**

By: Kevin Coffey, Chair

Attest: Vicki Schneider, Village Clerk