

## MINUTES OF THE WATER COMMISSION MEETING – NOVEMBER 18, 2014

### 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  
Mark Gloudemans  
Tim Wegand  
Jason Wegand  
Tim Bevers

ALSO PRESENT: Village President, Michael Vanden Berg, MCO Rep., Jerry Verstegen, Village Administrator, James Fenlon, Director of Public Works Roy Van Gheem, Finance Director, Teri Matheny, Chad Olsen with McMahon and Associates

### Public Appearance for Items Not on the Agenda

None

### Approval of Minutes

#### Water Commission Minutes of September 25, 2014

*Moved by Commissioner M. Gloudemans, seconded by Commissioner T. Bevers to approve the Minutes of September 25, 2014 as presented.*

All Ayes – Motion Carried

### Discussion/Action—2015 Kaukauna Utilities Billing Agreement

Director Matheny stated she found the old agreements with Kaukauna Utilities and it was signed in 1995 and there have never been updates to that contract since then. She stated we should update the out clause. As of today it takes 18 months to get out but Kaukauna Utilities is giving us a billing out by 7/1/2015. Director Matheny believes we should update the contract to say we only have to give 12 months of notice instead of 18. The billing agreement needs to be finalized September or October so we can have time to evaluate if we ever want to terminate that arrangement. This agreement is all in line with what we would expect. Director Matheny wants to stay another year.

*Moved by T. Wegand, seconded by J. Wegand to approve the 2015 Kaukauna Utilities Agreement as presented.*

All Ayes – Motion Carried

### Discussion/Action—2015 Operating Budget

Director Matheny presented the proposed 2015 Operating Budget. Village staff is proposing to continue to review the applicability of a Simplified Rate increase in 2015. The Water Utility was authorized to increase rates by 3 % as of September 1, 2014. Following the filing of the 2014 annual report, the Utility will confirm whether it is able to increase rates again using the Simplified Rate Case. The 2014 budgeted revenues assume minimal increases in residential, multi-family and commercial customers and water usage to remain level in comparison to 2014. This is an extremely conservative approach; however, revenues are also impacted by weather.

*Moved by K. Coffey, seconded by T. Bevers to accept the 2015 Operating Budget as presented*

All Ayes – Motion Carried

### **Discussion/Action—2015 MCO Contract Proposal**

Administrator Fenlon provided a copy of the amended contract submitted by MCO for 2015. A few highlighted points are in comparison with the 2010 contract, the 2015 proposal is consistent in terms of direct and indirect labor, operation costs and health insurance. The contract was also amended to include a five year term.

*Moved by T. Wegand, seconded by T. Bevers to accept the 2015 MCO Contract Proposal as recommended.*

All Ayes – Motion Carried

### **Review/Discussion—Engineering Study on Well Pumphouse Options Analysis**

Director Van Gheem stated the DNR is changing the way our operations run on a couple of our well pumps. We have done a study for the most efficient way to meet the needs of the DNR. Chad Olsen with McMahon and Associates stated he hasn't received any comments back yet and that it has only been a few weeks and it usually takes closer to 60 days. They tested the water and it came back very clean so we've moved forward with a request for a permit from the DNR and at that point the decision can be made to continue to send to storm with the new permit or turn it off. We can move forward when we get the comments from the DNR.

### **Elections for Commission Secretary and President**

*Moved by M. Gloudemans, seconded by K. Coffey to appoint Tim Wegand as Secretary*

*Moved by T. Wegand, seconded by T. Bevers to appoint Kevin Coffey as President.*

All Ayes – Motion Carried

### **Progress Reports**

#### ***MCO Operations Update***

Jerry Verstegen with MCO stated last month they cleaned the exteriors of the water tower. They also completed a third round of leak detection and found one leak on Miller Lane which is now fixed. There were main breaks on Evergreen and French. Two hydrants were replaced on Grand and Greenfield.

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

Wrapping up 2014 projects and all utility work is completed. Public Works is in the beginning stages of planning the 2015 projects which are Greenfield, Fillmore, Grand and McKinley.

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

No report

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

*Moved by Commissioner J. Wegand, seconded by T. Wegand to approve and authorize payment of the vouchers and draw from the respective funds.*

All Ayes – Motion Carried

### **Unfinished Business**

None

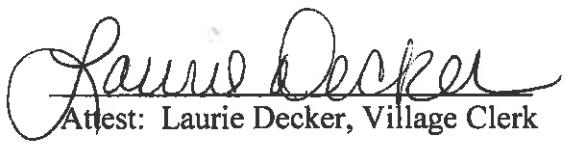
### **Items for Future Agenda**

None

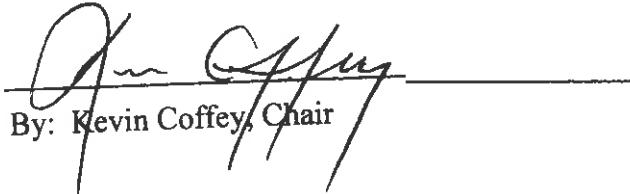
**Adjournment**

*Moved by Commissioner T. Wegand, seconded by J. Wegand to adjourn the meeting at 7:05 p.m.*

All Ayes – Motion Carried

  
Attest: Laurie Decker, Village Clerk

**VILLAGE OF LITTLE CHUTE**

  
By: Kevin Coffey, Chair