

MINUTES OF THE UTILITY COMMISSION MEETING – MAY 17, 2016

Call to Order

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

Roll Call

PRESENT: Kevin Coffey, Chair
Mark Gloudemans
Tim Bevers
Jessica Schultz
Tim Wegand
Michael Vanden Berg

ALSO PRESENT: MCO Rep. Jerry Verstegen, Village Administrator James Fenlon, Finance Director Teri Matheny, Director of Public Works Roy Van Gheem, Assistant Director of Public Works Jeff Elrick

Public Appearance for Items Not on the Agenda

None

Approval of Minutes

Moved by M. Gloudemans, seconded by T. Wegand to approve the Minutes of February 16, 2016 as presented.

All Ayes – Motion Carried

Discussion—Lead Services

Administrator Fenlon discussed an email that Jerry Verstegen sent regarding an ordinance the City of Kaukauna has regarding Lead Services. The Village should look at this and also look at what other communities are doing in regards to lead. Director Van Gheem noted that at this time it is good to look at funding and timing and how this will be a protection for everyone in the village. Mr. Verstegen stated that an ordinance would require the homeowner to change out their lead pipes. The goal is to remove all lead piping.

Progress Reports

MCO Operations Update

MCO Representative, Jerry Verstegen provided updates for current, past and ongoing Water Department projects and areas of concern. Cleaned brine tanks at Well #4 and #2. There is an issue with the brine intake line at Well #1. Spring hydrant flush is completed. There was a main break on Wilson during construction. Residential meter changes are continuing. The meter reading program is continuing without major issues. There are 991 lead services out of a total of 3,200 which is about 30%. A spreadsheet inventory is underway and updated with meter changes and will take approximately 10 years to complete.

Director of Public Works

Director of Public Works, Roy Van Gheem stated that all utilities will be completed on the project by mid-June. Planning is underway for Well #1. The street sweeper has been out, but he would like it out more. The jetters have been cleaning the sanitary system.

Finance Director

Director of Finance, Teri Matheny stated that in regards to Well #1 the village is looking to use the Safe Water Drinking Fund. The interest rate is 1.65% for the entire length of the loan which can be prepaid. By the end of July, all the regulatory authorities will have their information and the Village will know what it qualifies to receive. If it takes six months to do the rate case, it might be beneficial to do the

simplified in the interim. Next month Ms. Matheny will bring back the PSC report and a draft of the CIP.

Approval of Vouchers

Moved by K. Coffey, seconded by T. Bevers, to approve and authorize payment of the vouchers and draw from the respective funds.

All Ayes – Motion Carried

Unfinished Business

Director Matheny stated that Utility Billing is going well. Going to print is the biggest process thus far because of proofing, messages and now this month having temporary water calculations. Jerry has moved up meter reading to create a bigger window, but this is an internal issue. Finance is now fully staffed.

Items for Future Agenda

Lead Services

Adjournment

Moved by T. Bevers, seconded by J. Schultz to adjourn the meeting at 7:01 p.m.

All Ayes – Motion Carried

VILLAGE OF LITTLE CHUTE


Attest: Laurie Decker, Village Clerk


By: Kevin Coffey, Chair