

MINUTES OF THE UTILITY COMMISSION MEETING – JUNE 21, 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 Jeff Elrick, Glenn Guerts from HOV

Public Appearance for Items Not on the Agenda

None

Approval of Minutes

Moved by M. Gloudemans, seconded by T. Bevers to approve the Minutes of May 17, 2016 as presented.

All Ayes – Motion Carried

Presentation by Glen Geurts with the HOV

Glen Geurts from the Heart of the Valley Metropolitan Sewerage District (HOVMSD) gave a presentation. Mr. Geurts explained that HOVMSD takes care of waste water for five areas that make up the District. The areas are Little Chute, Kaukauna, Kimberly, Combined Locks and Darboy Sanitary District. The HOVMSD is supported by user fees. He also mentioned a pamphlet called “Fats, Oils and Grease” and is willing to provide this to be included in a future Village of Little Chute newsletter.

Discussion—Compliance Maintenance Annual Report (CMAR)

Director Elrick noted that the Board approved the CMAR. The Village had a rating of 4.0 and the report was sent to the DNR for filing.

Action—Private Well Permits

Jerry Verstegen has three well permits that are up for renewal. The five year permit has a new annual fee of \$175 which includes bacti samples and other miscellaneous expenses.

Moved by K. Coffey, seconded by J. Schultz to increase annual well fee to \$175

All Ayes – Motion Carried

Moved by T. Wegand, seconded by T. Bevers to approve three well permits contingent upon passing the bacti sampling

All Ayes – Motion Carried

Discussion—Bond Offerings

Finance Director Matheny gave an overview of the Sale Day Reports for the \$1,495,000 Waterworks System Revenue Bonds, Series 2016A and the \$2,240,000 Storm Water Revenue Bonds, Series 2016B.

Progress Reports

MCO Operations Update

MCO Representative, Jerry Versteegen provided updates for current, past and ongoing Water Department projects and areas of concern. Additional samples were performed in May because there was an elevated result at #2. Consider doing additional monthly samples, but that will incur an additional cost. There are a lot of Meter changes being done currently. The paint on the Jefferson Street Tower looks good and a full report will be out soon.

Director of Public Works

Director of Public Works, Jeff Elrick touched on a few items from his Monthly Utility commission Report for May 2016. A resident was added to the low pressure list after they had a blow back from jetting.

Finance Director

Director of Finance, Teri Matheny gave an overview of her report. There was discussion on Electrical Service updates, finalizing rate application and sending out special assessments.

Approval of Vouchers

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

All Ayes – Motion Carried

Unfinished Business

Commission Coffey had additional comments concerning potential meter breakouts in Doyle Park for the swimming pool and well. There was also further discussion about the private wells concerning the fees and the water used and breakeven points.

Items for Future Agenda

Chris Murawski will attend a future meeting to discuss CIP. Jessica Schultz will give a TMDL presentation at a future meeting.

Adjournment

Moved by T. Wegand, seconded by K. Coffey to adjourn the meeting at 7:27 p.m.

All Ayes – Motion Carried

VILLAGE OF LITTLE CHUTE


Attest: Laurie Decker, Village Clerk


By: Kevin Coffey, Chair