

## MINUTES OF THE UTILITY COMMISSION MEETING – DECEMBER 6, 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  
Tim Bevers  
Mark Gloudemans  
Tim Wegand  
Jessica Schultz  
Michael Vanden Berg

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

### 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 November 15, 2016 as presented*

All Ayes – Motion Carried

### Discussion/Action—Wellhouse #1 Bid Recommendation

Administrator Fenlon noted that the bids for this project came in below what was expected. McMahon did a tabulation and recommendation for this project. The recommendation is to use the low, responsive bidder of August Winter & Sons, Inc. for both the Base Bid and all Alternate Bids. Jerry Verstegen, MCO, went over the eight Alternate Bids.

*Moved by K. Coffey, seconded by T. Wegand to Recommend to the Village Board to Approve the Well #1 Project including the addition of pulling and inspecting the well pump with the total not to exceed \$1,140,000.*

All Ayes – Motion Carried

### Discussion—2017 Budget

Director Matheny provided an overview of the Utility Budget as it was presented to the Village Board. Director Elrick stated that ammonia continues to be found in high amounts in different areas of the village. Changes are going to be made to the ordinance to allow for the billing of excess ammonia. Storm utility is going to have a rate increase. Sanitation sewer is the largest expense. Something more formal needs to be in place to address pre-treatment.

### Progress Reports

#### MCO Operations Update

Jerry Verstegen gave an update for current, past and ongoing Water Department projects and areas of concern. Currently working on Well #1 preconstruction work. There was a main break on Bohm and Truman Ct. The fire hydrant at 1600 Wisconsin has been replaced. Currently, working on second and final notices for residential meters. In January, the new permit for private wells will be presented.

#### Director of Public Works

Public Works Director Elrick stated that the Industrial Park storm sewer project has started. Continuing to investigate ammonia in the system to find the source. Leaf pick up is complete and ready for snow plowing.

**Finance Director**

Finance Director Matheny noted that the November numbers are not yet available because of the timing of the utility bill due date. It was also noted that a full rate case is required because it has been five years since the last full case. There was a question on whether it would be cost effective to hire a contractor to do the case, but it was noted that it is time consuming for whoever does it.

**Approval of Vouchers**

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

All Ayes – Motion Carried

**Unfinished Business**

Administrator Fenlon noted that the cost for McMahon to do the Bid Tabulation for the construction phase service is \$46,8000. A copy of the agreement is in the packet. The new permit for private wells will be brought back in January.

**Items for Future Agenda**

Rate Case

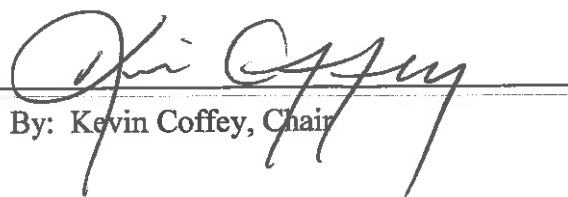
**Adjournment**

*Moved by T. Wegand, seconded by T. Bevers to adjourn the meeting at 7:13 p.m.*

All Ayes – Motion Carried

**VILLAGE OF LITTLE CHUTE**

  
Attest: Laurie Decker, Village Clerk

  
By: Kevin Coffey, Chair