

## MINUTES OF THE UTILITY COMMISSION MEETING – FEBRUARY 21, 2017

### 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

Jessica Schultz

Tim Bevers

Michael Vanden Berg

EXCUSED: Tim Wegand, Jerry Verstegen, MCO

ALSO PRESENT: Village Administrator James Fenlon, Finance Director Teri Matheny, Director of Public Works Jeff Elrick, Village Engineer Chris Murawski

### Public Appearance for Items Not on the Agenda

Karen Tinkham from 520 Maple Dr. asked to discuss the animal ordinance. It was noted that this is the Utility Commission and not the Village Board. Administrator Fenlon and Ms. Tinkham exchanged contact information.

### Approval of Minutes

*Moved by M. Gloudemans, seconded by T. Bevers to Approve the Minutes of January 17, 2017 with one change for the second motion from T. Bevers to T. Wegand for Action of Well #1 Rehabilitation Project*

All Ayes – Motion Carried

### Presentation—2014-2016 Urban Nonpoint Source and Storm Water Program Planning Grant Summary, Report by Aaron Breitenfeldt with Robert E. Lee and Associates, Inc.

Jared Schmidt and Aaron Breitenfeldt gave this presentation. Robert E. Lee and Associates have helped the Village in the past to acquire a storm water grant. Discussed updating ordinances for current DNR standards and TMDL incorporations and determined what areas go to the Apple Creek Watershed and the areas that go to the Fox River Watershed. An overview was provided on the Water Quality Modeling, Peak Flow Modeling, Stream Restoration Projects and Illicit Discharge Program. Village Engineer stated that the village needs to meet MS4 requirements and these documents are a great head start.

### Discussion—Additional Category B User Fee For Ammonia

In 2016 the Village has noticed a rise in ammonia-nitrogen in the billing from Heart of the Valley Metropolitan Sewerage District. In order to include ammonia-nitrogen to the present category B charges the ordinance needs to be changed. Ideas for discussion: 1. Wastewater testing done at least monthly to have more accurate information for billing. Currently, there are four sewer customers being tested. 2. Random testing by the village at owner's expense. 3. New commercial customers required to test their wastewater monthly for a period of time. 4. Back charging customers for ammonia discharged.

### Action—Private Well Permit Approval

Review and approve 5-year Private Well Permits. All permits meet Water Department requirements and staff recommends approval of all the Private Well Permits.

*Moved by T. Bevers, seconded by K. Coffey to Approve the Private Well Permits*

All Ayes – Motion Carried

## Progress Reports

### MCO Operations Update

Jerry Verstegen was not here, but his report was given by Administrator Fenlon. Demolition on Well #1 is going to happen in mid-March. There is a bid opening on Thursday for the additional work on Well #1. The Village Board will award the contract on March 1.

### Director of Public Works

Village Engineer Murawski reported that the 60" pipe is installed on both Bohm and Elm. The restoration still needs to be completed. The new Municipal Services Building will be able to connect soon. Director Elrick stated that for Storm Ponds are being checked for rodents.

### Finance Director

Director Matheny noted that the utility bills are going out tomorrow which is a little later than normal due to the commercial businesses being included in the January billing. This month has the new rate for storm water of \$8.25. The capacity study has been scheduled. The state is requiring additional forms to be filed by Finance Directors to ensure transparency. The 2016 financials will be brought to the next meeting.

### Approval of Vouchers

*Moved by M. Gloudemans, seconded by J. Schultz 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

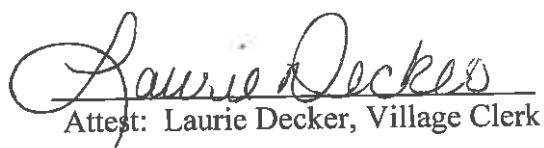
Monthly Well #1 Update

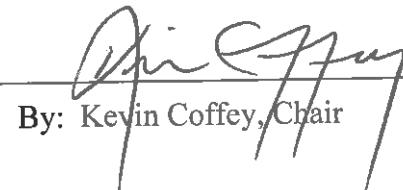
### Adjournment

*Moved by K. Coffey, seconded by T. Bevers to adjourn the meeting at 7: 22 p.m.*

All Ayes – Motion Carried

VILLAGE OF LITTLE CHUTE

  
Attest: Laurie Decker, Village Clerk

  
By: Kevin Coffey, Chair