

## MINUTES OF THE UTILITY COMMISSION MEETING – JUNE 20, 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  
Tim Wegand  
Michael Vanden Berg

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

### Public Appearance for Items Not on the Agenda None

### Approval of Minutes

*Moved by T. Bevers, seconded by T. Wegand to Approve the Minutes of April 18, 2017*

All Ayes – Motion Carried

### Discussion/Action—Well #1 Change Orders No. 5-10

Presentation made by Jerry Verstegen, MCO, to approve change orders 5-10. Change orders 6, 7, 8, 9 and 10 were approved and change order 5 will be held off until 6-10 is completed.

*Moved by T. Bevers, seconded by J. Schultz to Approve Change Orders 6-10*

All Ayes – Motion Carried

### Discussion —Water, Electric or Joint Utility Annual Report

Director Matheny presented a PFC showing rate of return was 7.4%. McMahon checked with DOA and we do not need to do a rate case. Plan is also to work with McMahon on Water Cash Flow. CIPs expected to be completed by middle of August and will plan to present in September.

### Progress Reports

#### MCO Operations Update

Jerry Verstegen, MCO, presented an update and advised that a 12" transmission line ruptured and had to be repaired immediately. Residential meter readings are continuing and the Lead and Copper ordinance should be completed in time for next meeting. Regarding Well #1, well pumps are in with little issues. There is a crack in the intake line that will be repaired by Speedy Clean. Waiting for programmer to return and chemical pumps to arrive to complete project.

#### Director of Public Works

Director Elrick reported the sewers ran well with only a slight flooding on Wilson. The Ammonia Nitrogen billing is being processed. Discussion on Agropur having had a problem with their system going down and had to drain, thought it was solved and had to drain again and are being billed. Discussed random water testing at Little Chute businesses.

#### Finance Director

Work orders are being done on an I Pad and still working on issues but once working it will save on paper. Director Matheny does not expect any rate changes in 2018 for Sewer or Storm. Still trying to

get more customers on the PSN online billing system, suggested maybe a promotion with prizes to get more customers to sign up.

**Approval of Vouchers**

Director Matheny advised monthly bills list will be mailed.

*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**

None

**Items for Future Agenda**

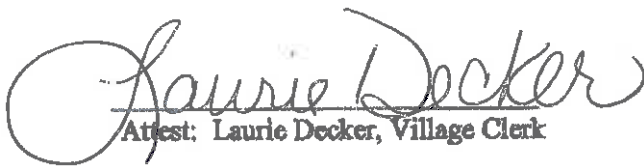
Administrator Fenlon suggested a tour and meeting in August.

**Adjournment**

*Moved by J. Schultz, seconded by T. Wegand to adjourn the meeting at 7:25 p.m.*

All Ayes – Motion Carried

**VILLAGE OF LITTLE CHUTE**

  
Attest: Laurie Decker, Village Clerk

  
By: Kevin Coffey, Chair