

## MINUTES OF THE UTILITY COMMISSION MEETING OF December 16, 2025

### Call to Order

The Utility Commission meeting was called to order virtually at 5:00 PM by Kevin Coffey, Chair

### Roll Call

PRESENT: Tom Buchholz  
Ken Verstegen  
Jessica Schultz  
Mike Vanden Berg  
Kevin Coffey, Chair

ALSO PRESENT: Lisa Remiker-DeWall, Beau Bernhoft, Bob Givens, Jerry Verstegen

### Approval of Minutes from the Utility Commission Meeting of November 18<sup>th</sup>, 2025

*Moved by Commissioner Buchholz, seconded by Commissioner Schultz to Approve Minutes from the Utility Commission of November 18<sup>th</sup>, 2025.*

All Ayes – Motion Carried

### Discussion/Recommendation — Election of Officers – Coffey (Chair) and Vanden Berg (Village Board Representative/President)

The appointments are 5-year terms.

*Moved by Commissioner Verstegen, seconded by Commissioner Schultz to recommend Kevin Coffey as the Utility Commission Chair and Michael Vanden Berg as the Village Board Representative for the Utility Commission to the Village Board for appointment.*

*Commissioners Coffey and Vanden Berg Abstained*    All Ayes – Motion Carried

### Discussion—Odor Research Meter Station 3

Givens gave an overview of the procedures thus far and Chair Coffey has reached out to the residents with the update.

### Discussion/Recommendation — Water Rate Study Proposal Selection

Director Remiker-DeWall gave an overview of the RFP scoring and provided the review team's breakdown for recommendation of Trilogy.

*Moved by Commissioner Buchholz, seconded by Commissioner Verstegen to recommend approval to the Village Board for Trilogy to complete the Village's Water Rate Study.*

All Ayes – Motion Carried

### Progress Reports

### Approval of Vouchers

*Moved by Commissioner Buchholz, seconded by Commissioner Schultz to Approve and Authorize payment of Vouchers and draw from the respective funds.*

All Ayes – Motion Carried

### Unfinished Business

None

### Items for Future Agendas

Odor Issue Update

**Adjournment**

*Moved by Commissioner Coffey, seconded by Commissioner Schultz to Adjourn Utility Commission Meeting at 5:22 p.m.*

All Ayes – Motion Carried

**VILLAGE OF LITTLE CHUTE**

Attest: Nicole Ryerson  
Nicole Ryerson, Village Clerk

By: K. Coffey

Kevin Coffey, Chair