

Utility Committee Meeting Minutes
Wednesday, April 20, 2011 –10:00 A.M.
Paul J Bertschinger Community Center
7860 Hwy 42, Egg Harbor, WI 54209

Present: Paula Cashin-Chair, Rocky Fairchild, Steve Carlson, Josh Van Lieshout, Paul Peterson

Absent: T.C. Johnson, Adolph Walser

1. Call to Order and Approval of the Agenda

Cashin called to meeting to order at 10:05 a.m. Carlson moved to approve the agenda as presented, Fairchild seconded. Motion carried.

2. Introduction of Paula Cashin, Utility Committee Chair

Van Lieshout introduced Paula Cashin and her recent appointment as Village Trustee, replacing Fitzgerald and as the new Utility Committee Chair.

3. Approve February 16, 2011 Utility Committee Meeting Minutes

Fairchild moved to approve the February 16th, 2011 Utility Committee meeting minutes, Carlson seconded. Motion carried.

4. Open Session (Limited to Ten Minutes)

5. Lift station improvements (White Cliff, West Shore, Mariner) capital planning

Fairchild gave a description of a lift station. Van Lieshout explained the lift stations and the concern with the corrosion and the recent monitoring of the lift stations. Determination was some of the 25 year old lift stations should be replaced. Van Lieshout went through explanations of the diagrams in the packet supplied by Kispert. The cost was discussed by the committee. Cost would be dependent on the excavation and installation process. The estimated costs would be \$125,000 or \$150,000 per lift station. Kispert stated the wet well already existing will be cost savings of approximately \$50,000. The cost of a generator for the lift station was discussed as well. Van Lieshout discussed putting the project together by fall of 2011, bidding the project and beginning the project in 2012. The funding for the project is available through sewer funds. Kispert suggested Bypass pumping as well during installation. Peterson stated that White Cliff is the most troublesome lift station with mechanical issues. This was discussed as the first lift station for replacement.

Carlson moved to proceed with proposal and design of the lift station improvement project for the fall of 2011 with the bypass included in the bid, Fairchild seconded. Motion carried unanimously.

6. Review of 2010 Village of Egg Harbor Audited Statements and recommendations

Utility Committee reviewed and discussed the 2010 Village of Egg Harbor Audit statements. Van Lieshout discussed the financial audit statements with a possible increase in REU rates. He discussed a minimal increase. Van Lieshout discussed the length of time since the last increase. It was explained that the WWTP needs to recover depreciation expenses. Annual sewer income was discussed by the committee. Van Lieshout stated a proposal with calculation rates can be brought forth to the next meeting and suggested a recommendation can be made in June or July.

7. Review of customer accounts more than 90 days past due

Utility committee reviewed the customer JUS sewer accounts more than 90 days past due. There are about three accounts that make up the majority of 90 days or more past due. The committee discussed past due accounts which can be placed on the tax roll and then becomes a lien on the property. The committee discussed the outstanding accounts and the amounts outstanding. Van Lieshout stated the Village Board directed Van Lieshout to write letters to these customers regarding their outstanding balances. He stated that they should watch these accounts.

8. REU charges for The Golf Farm, LLC, Parcel 118 38-0003, 7821 Horseshoe Bay Road (Harbor Square Condominium)

Utility committee reviewed the REU charges for the Golf Farm, LLC, parcel 118 38-0003, located at 7821 Horseshoe Bay Road. Van Lieshout reviewed the REU charges with the Committee and it was discussed. Options were discussed by the committee regarding the REU charges.

9. Plant Manager's Report

Peterson gave Plant Manger's report. Report is as attached as was presented.

The financial costs of Village Pumpouts were discussed. The increased pumpout costs were discussed by the Utility Committee at great length as per the attached figures from Peterson. Fairchild suggested the original pumpout contract agreement must be consulted before proceeding further with this. Peterson explained the DNR is placing more restrictions on licensing. More classes with additional credits for classes are required currently. The discontinuation of pumpouts was discussed.

10. Adjournment

Carlson Moved to adjourn the meeting at 11:20 a.m., Fairchild seconded. Motion carried unanimously.

Reported by,
Kelly A. Popp
Deputy Clerk/Administrative Assistant