

Utility Committee Meeting Minutes
Wednesday, May 18, 2011 –10:00 A.M.
Paul J Bertschinger Community Center
7860 Hwy 42, Egg Harbor, WI 54209

“Draft” - Approval Pending

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

Absent: TC Johnson

Also Present: Tom Kispert-McMahon

1. Call to Order and Approval of the Agenda

Chair, Cashin called the meeting to order at 10:00 a.m.

2. Approve April 20, 2011, Utility Committee Meeting Minutes

Requested changes to the minutes were under Agenda Item 6-to change 2010 to 2011 in the motion and the sentence containing “sewer needs to recover to be changed to WWTP. Under agenda item 5, it should state \$125,000-\$150,000 per lift station.

Cashin moved to approve the Utility Committee meeting minutes of April 20, 2011 with the amended language changes, Carlson seconded. Motion carried.

3. Open Session (Limited to Ten Minutes)

4. Approval of an agreement for professional services for the White Cliff Lift Station Improvement Project

The construction bypass was brought up in the discussion and conferred on briefly. It was recommended that the bypass construction be specified in the agreement. Also discussed was the excluded generator in the agreement. Kispert will amend the agreement of original design phase services to include bypass pumping by the contractor as well as the inclusion of a generator. The addition of a generator and installation was discussed. Van Lieshout stated direct procurement would be preferred with simple form agreements for as much as possible. Other costs and agreement questions with the project under the special terms were discussed briefly. Peterson asked if the project could be completed at a quicker pace, due to the problems that are occurring at the White Cliff lift station now.

Cashin Moved to approve and recommend to the Village Board the Agreement for Professional Services as amended to include the bypass pumping as well as the generator for the White Cliff lift station improvement project, Fairchild seconded. Motion carried unanimously.

5. Discussion regarding utility rates

Utility Committee discussed the utility rates.

Van Lieshout discussed a 10% increase overall to make up the loss over the last few years. He is suggesting a 5% increase in June or July of this year and another 5% increase in June or July of next year. He would like to increase the hauler fees as well. The hauler fees were discussed briefly. Van Lieshout suggested looking at other plants that accept septage and review their rates. He will continue to research the rates.

6. Egg Harbor utility septage pumping and hauling

The Utility Committee discussed the continuation of septage pumping and hauling at length. Peterson and Van Lieshout reviewed the contracts for the pump outs and he stated there is a village rate within the contract. The Village Board does not want to continue this service if the Village has a financial loss. Peterson reported the Village has only done nine pump outs to-date this year, down from 16 pump outs through April last year. It was suggested that letters be sent to customers notifying them the Village will no longer be doing pump outs as of July 1st, 2011.

Cashin moved to send the letter out to Village of Egg Harbor current pump out customers, notifying them of the discontinuation of pump outs as of July 1st, 2011, Walser seconded. Motion carried. Disposing of the pump out truck was discussed. Peterson stated he would like to keep the truck until the improvement of the lift stations is complete.

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

Van Lieshout reported that all haulers have sent in their past due payments and are current. He also reported that we did send letters out to the few sewer utility customers that are 120 days or more past due with a balance of \$500 or more.

8. Plant Manager's Report

Peterson gave Plant Manager's Report.

Flow April 1.99 million gallons; last year 2.19 million gallons
Haulers 784 thousand this year; Last year 645 thousand gallons
Total flow since 1/1/11, 6.9 million; up 223 thousand from 2010
Total haulers since 1/1/11, 2.6 million; up 392 thousand.

- Peterson reported summer mode switchover has taken place.
- Peterson is working on the CMAR report for the DNR. It will be at the June Village Board meeting for review & approval.
- He reported the last storm blew out a transformer on a pump and it needed repair. There is a VFD (Variable Frequency Drive) being replaced now.
- Peterson stated they will need a small refrigerator for storing their lunches. Their lunches cannot be stored in the refrigerator with the samples and chemicals.
- There is a grease problem at the main lift station. Peterson asked Kispert if he would come take a look at the main lift station and make suggestions regarding the problem.

9. Adjournment

Fairchild moved to adjourn the meeting at 11:00 a.m., Carlson seconded. Motion carried.

Reported by,
Kelly A Popp
Deputy Clerk/Administrative Assistant