

**Village of Egg Harbor
Utility Committee Meeting Minutes
March 16, 2021 11:00 AM**

John Heller, Chair - Present
Mack Bonk, Member - Present
Tom Prohl, Member - Present

TC Johnson, Member - Absent
Paul Zeller, Member - Present
Bert Sawyer, Operator - Present

1. Call to order and approval of the agenda
 - a. John Heller called the meeting to order at 11:00am.
 - b. Staff present: Lydia Semo, Tom Strong
 - c. Audience members: Joe Smith, Dawn Merlin, Brian Roemer, Joe Murray, Lauren Schar, Tom Kispert
 - d. **John Heller moved to approve the agenda. Seconded by Tom Prohl.**
 - e. **Motion unanimously carried.**

2. Approve February 16, 2021 Meeting Minutes
 - a. **John Heller moved to approve the February 16, 2021 meeting minutes. Seconded by Paul Zeller.**
 - b. Paul Zeller: We need an addition to the sentence 8e, change it to say “significantly lower.”
 - c. **John Heller restated his motion to approve the February 16, 2021 meeting minutes with the corrections. Seconded by Paul Zeller.**
 - d. **Motion unanimously carried.**

3. Open Session (Limited to Ten Minutes)
 - a. *Joe Smith thanked the trustees for their consideration with the outdoor seat count, and mentioned that it is a good step forward in an imperfect system.*
 - b. *John Heller mentioned Egg Harbor was the only community to receive the alternative energy recognition and to be awarded the \$3,606 for that. John also presented an overview of an Article highlighting sound WWTP operations and funding levels.*

4. Clean Water Fund Loan with Principal Forgiveness
 - a. *Brian Roemer discussed the Clean Water Fund Loan and use of cash up until loan closing. Egg Harbor can close on estimates and/or un-audited statements, the DNR is not waiting for a full audit. He recommended closing earlier rather than later. Dawn Merlin mentioned the first disbursement request is filled out already.*
 - b. *The committee discussed reserves and loan closing.*

5. Wastewater Treatment Plant Improvement Project Update
 - a. *Tom Kispert discussed change order deducts and talked about the timeline for the project. Contractors are on schedule, updated schedule with application for payment is in the packet, on-site meetings will need to be scheduled. There are two change orders, saving 2,350 total. We have a request to add electrical outlets in the office area.*
 - b. John Heller: Are we on track with equipment?
 - c. Tom Kispert: Yes, I have been working directly with the vendors for the major equipment. I will be getting updated shop drawings.
 - d. Tom Strong: I haven't seen the second change order come through yet, we do have the first one. Are the added outlets part of the original spec?
 - e. Tom Kispert: Our electrical team missed it, so Myron never included it and it was never designed. We won't charge you more for it, but Myron will since they'll include it in their bid.

6. Wastewater Treatment Plant Manager Report
 - a. *Flows were up in February, Bert included a summary of the shutdown on the 22nd. The crew from August Winters stayed until the job was done and did a great job with it. We are looking to hire a new employee, Chuck will be moving on at the end of the week.*

- b. John Heller: Are you able to see the difference with the 8-inch holes in the oxidation ditches, can you see the difference already?
 - c. Bert Sawyer: Yes, it has been 3 weeks, the plant is operating differently, and the numbers are drastically different. We are still putting out clean effluent.
7. Ordinance Review
- a. *Tom Strong: Provided an overview of the Ordinance review recommendations. What remains is the calculations of connection fees and the quarterly fees. We will hold off on sending this to the Trustees until those fees are revisited.*
8. Outdoor Seating count update
- a. *The Trustees unanimously approved this recommendation, Village staff will do an outdoor seat count in June with an updated REU calculation at the end of Quarter Two 2021.*
 - b. Bert Sawyer: Are the restaurants going to be aware of this before we show up?
 - c. John Heller: Yes, that's a good idea.
9. CLOSED SESSION per State Statute 19.85(1)(e) for deliberating or negotiating the purchase of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session regarding the property located at 7791 STH 42, on the basis that bargaining reasons require a closed session to promote a fair bargaining process and then to RETURN TO OPEN SESSION to take further action or to adjourn the meeting.
- a. **John Heller moved to go into Closed Session. Seconded by Tom Prohl.**
 - b. **John Heller – aye. Mack Bonk – aye. Tom Prohl – aye. Paul Zeller – aye. TC Johnson – absent.**
 - c. **Motion unanimously carried.**

 - d. **John Heller moved to return to Open Session. Seconded by Tom Prohl.**
 - e. **John Heller – aye. Mack Bonk – aye. Tom Prohl – aye. Paul Zeller – aye. TC Johnson – absent.**
 - f. **Motion unanimously carried.**

 - g. **John Heller moved to adopt the motion that was made in Closed Session. Seconded by Tom Prohl.**
 - h. **Motion unanimously carried.**
10. Open Session (Limited to Ten Minutes)
- a. No comments.
11. Next Meeting Time and Date
- a. Tuesday, April 20th at 11:00am
12. Adjourn
- a. **John Heller moved to adjourn. Seconded by Tom Prohl.**
 - b. **Motion unanimously carried.**

Minutes completed by Tom Strong on April 13, 2021. Submitted for approval on April 20th, 2021.