

**Minutes of the Utility Commission meeting held on  
Monday, December 19, 2016 pursuant to notice duly given.**

“Unapproved”

1. Meeting called to order at 5:00 p.m. by President Schreiber.
2. Roll Call: Members Present: Jim Lacourciere, Al Schreiber & Steve VanCampenhout.  
Member[s] excused/absent: Earl Uhl & Ron Filz.
3. Approval of Agenda  
**Moved by VanCampenhout, second by Lacourciere to approve of agenda.**  
**Motion carried upon verbal voice vote. 3 ayes**
4. Approval of meeting minutes from 11/28/2016  
**Moved by Lacourciere, second by VanCampenhout to approve of the meeting minutes from 11/28/2016.**  
**Motion carried upon verbal voice vote. 3 ayes**
5. Public Input: None. Did have a few freeze ups, not shutting the windows in the crawl space or not putting installation around the meter. DeGroot is working on Bill Leege’s building had a water leak but don’t think it has to do with being cold, pipes are old. Dropped the tower levels.
6. Correspondence:
  - a. Electrical Costs: Jeremy did not get the Wisconsin Public Service bill until today, is why it is not on the report.
  - b. WWTP Monthly Flows: Informational.
  - c. Septic Hauler Comparison: Informational.
  - d. Utility Report: Jeremy went over the unmetered water loss section with the commission members.
  - e. Update on WWTP Upgrades: All the parts came in for the lime silo, for the repairs to the auger and shafts. Parts were approximately \$50,000.00 talked about a few months ago. Jeremy meet with Focus on Energy answered their questions; no reason shouldn’t get any funding from them everything looks good. Meet with Troy Schaden from Electrical Services and the engineers from Energengcs week before looked at the old electrical panels and how going to incorporate with the upgrade. Need to know where would pull power from if need be. Need to get the new panels in before to start to work on those diffusers and the two clarifiers, once get that done, get going on that, parts have been coming in. President Schreiber asked if got bids on everything? Got bids on everything but the electrical, Troy has worked everything in that building knows where everything is at. Trust Troy, did tell Troy that will have to go out for bids.

f. Update on Kathy Richards Management: The owner had written a letter to Nygren and Hansen's office disputing the backbilling charges, however they did not tell the Senator's that the Public Service Commission had made ready made a ruling on it. Did forward the ruling to the Senator's offices, have not heard anything back. Kathy Richards Management paid the bill in full. Did tell Kathy Richards Management that would set up a payment plan for them never heard from them. They told the PSC that if they had to pay that kind of money they would go bankrupt.

7. Discussion/possible recommendations/updates on the following:

a. Approve invoice from Oconto County Highway Department in the amount of \$20,270.02 for blacktopping McDonald Street:

Our share of the blacktop that was done from Smith Avenue to Voy Avenue from laying the watermain lateral.

**Motioned by VanCampenhout second by Lacourciere to recommend to Finance Committee to approve of the invoice from Oconto County Highway Department in the amount of \$20,270.02 for blacktopping McDonald Street.**

**Motion carried upon verbal voice vote.**

**3 ayes**

b. Approve of Septic Hauler Agreements for 2017:

Got 3 agreements back so far, Kountry Pumpers, Waldvogel, & Stordeur and have a contract with Mar-Oco Landfill. Charges are the same did not do an increase this year.

**Motion by Lacourciere second by VanCampenhout to approve of the Septic Hauler Agreements for 2017.**

**Motion carried upon verbal voice vote.**

**3 ayes**

8. Approval of Accounts Payable from November 23, 2016 to December 14, 2016 in the amount of \$122,510.82.

**Motion by VanCampenhout second by Lacourciere to approve of accounts payable from November 23, 2016 to December 14, 2016 in the amount of \$122,510.82.**

**Motion carried upon verbal voice vote.**

**3 ayes**

9. Revenue & Expenditure Guidelines from November 23, 2016 to December 14, 2016:

Looks good, have new auditors for 2017. Jeremy explained that the blacktop came of 610-0057651-204 and will be put back in after all bills are paid from the McDonald Street project.

**Motion by VanCampenhout second by Lacourciere to approve of Revenue & Expenditure Guidelines from November 23, 2016 to December 14, 2016 as presented.**

**Motion carried upon verbal voice vote. 3 ayes**

10. Next meeting date & time: Not sure if will need one in January or not.

11. Adjournment: **Motion by Lacourciere second by VanCampenhout to adjourn @ 5:19 p.m.**

**Motion carried upon verbal voice vote. 3 ayes**

Meeting minutes submitted by:

Julie Galik, Utility Clerk