VILLAGE OF MCFARLAND

Public Utilities Committee Minutes

Tuesday, March 12, 2019 - 7:00 PM

1. **CALL TO ORDER, ROLL CALL.**
   Mary Pat Lytle called the regular meeting of the Public Utilities Committee to order at 7:25 PM in the Community Room of the McFarland Municipal Center.

2. **PUBLIC APPEARANCES.**
   Members present: Stephanie Brassington, Chris Fredrick, Eric Kryzenske, Mary Pat Lytle, and Craig Weiss.

   Members not present: Randy Hansen.

   Staff Present: Village Administrator Matt Schuenke.

3. **APPROVAL OF MINUTES.**

   a. *Motion to approve the minutes of the November 20, 2018 meeting.*
   A motion was made by Lytle, seconded by Weiss, and unanimously carried by the Public Utilities Committee to approve the minutes of the meeting held on November 20, 2018 with the changes noted. Kryzenske abstained.

   b. *Motion to approve the minutes of the January 15, 2019 meeting.*
   A motion was made by Lytle, seconded by Frederick, and unanimously carried by the Public Utilities Committee to approve the minutes of the meeting held on January 15, 2019 with the changes noted. Weiss abstained.

4. **BUSINESS.**

   a. *Discussion on Public Service Commission letter of instructions to municipal utilities regarding credit card fees.*
   The Committee reviewed a letter from the Public Service Commission (PSC) regarding the inclusion of credit card fees as part of local municipal rates. The PSC opined that utilities can absorb the fees applied by credit card companies to be paid for by the utility through rates. The fees would be absorbed likely through a rate case if it was determined necessary. The Committee did not desire to make this change and directed that the issue be reserved for when the Utility required a rate case.

   b. *Discussion and action on setting a POLCO question on whether the Utility should absorb the convenience fee charged by the Payment Service Network.*
   The Committee discussed this issue and again felt the current process where the customer paid the fee was adequate. Direction was provided to hold off on asking the question for now.

c. *Discussion and action to make a recommendation to the Village Board regarding a Sanitary Sewer Backup Manual.*
Following discussion, a motion was made by Frederick, seconded by Brassington, and unanimously carried by the Public Utilities Committee to recommend approval to the Village Board of the Sanitary Sewer Backup Manual with the final changes as noted.

d. *Discussion and action to make a recommendation to the Village Board regarding the creation of a No Fault Sanitary Sewer Backup Reimbursement Policy.*
Lytle explained the background regarding the policy when it was last recommended to the Village Board. Following discussion, a motion was made by Lytle, seconded by Kryzenske, for the Public Utilities Committee to recommended approval to the Village Board regarding the creation of a No Fault Sanitary Sewer Backup Reimbursement Policy. Motion failed 1 - 4 - 0.

e. *Directors Report*
The Village Administrator reviewed the Public Works report on behalf of the Director.

5. SCHEDULE NEXT MEETING DATE.

a. *Tuesday, April 16, 2019 at 6:00 pm.*

6. ADJOURNMENT.

A motion was made by Frederick, seconded by Weiss, and unanimously carried by the Public Utilities Committee to adjourn the meeting at 8:22 pm.

Pursuant to law, written notice of this meeting was given to the public and posted on the public bulletin boards in accordance with Open Meetings Law.

Respectfully submitted,

Matthew G. Schuenke
Village Administrator