VILLAGE OF MCFARLAND

Public Utilities Committee Minutes

Tuesday, June 18, 2019 - 6:00 PM

1. CALL TO ORDER, ROLL CALL.

The meeting was called to order by Village Trustee and Chairperson Mary Pat Lytle at 6:00 p.m.
Members present: Village Trustee Eric Kryzenske, Marc Nielsen, Randy Hansen. Chris Fredrick showed up at 6:04 p.m.

Members absent: Edward Wreh.

Staff Present: Jim Hessling (Director of Public Works/Utilities)

2. PUBLIC APPEARANCES.

None.

3. APPROVAL OF MINUTES.

Discussion and action regarding the minutes from the regular meeting held on June 18, 2019.

Motion by Mary Pat Lytle to accept the minutes as presented. Seconded by Randy Hansen. Motion passed 5-0-0.

4. BUSINESS

a. *Discuss and recommend stenciling "Drains to Lake" on storm sewer inlets.*
Hessling explained the request by Village Board Trustee Utter, his desire to have the storm catch basins labeled "Drains to Lake". All new storm water castings (approximately 12-15 years old) are stamped with the message "Drains to Lake". The Public Works Committee thought that this was a good idea but not to use Village labor to do the work. The Public Works Committee also thought that this request should go through the Public Utilities Committee because of any possible funding issues that may arise.

The Public Utilities Committee thought it would be ok if a citizen or civic group would like to adopt a storm water drain and complete the stenciling work themselves.

No further action or motion was taken on this agenda item.

b. *Discussion and action to accept the Compliance Maintenance Annual Report (CMAR) for 2018.*

Hessling presented the Compliance Maintenance Annual Report to the Committee as required by the WI DNR. The Committee accepted the report as presented with a few minor grammatical changes to be made.

Motion by Mary Pat Lytle to accept the Compliance Maintenance Annual Report for 2018 and recommend to the Village Board for acceptance. Seconded by Eric Kryzenske. Motion passed 5-0-0.

c. *Discuss creating a policy for utility customer billing disputes.*
Hessling presented to the Committee issues that have arisen due to internal utility audits. Some accounts have not been computed correctly or their billing is in error. The water utility is regulated by WI Public Service Commission. Hessling would like to have a policy, like the one used by the PSC, that addresses billing issues related to sanitary and storm water accounts so that staff have guidelines to ensure consistency. Hessling will bring back to the Committee a proposal that addresses the guidelines.

d. *Presentation by Public Works Director regarding monthly department report.*
Hessling presented a report on activities that occurred in May 2019.

5. SCHEDULE NEXT MEETING DATE.
a. Tuesday July 16, 2019

6. ADJOURNMENT.
Motion to adjourn at 6:57 p.m. was made by Chris Fredrick. Seconded by Marc Nielsen. Motion passed 5-0-0