

**Public Utilities Committee
Meeting Minutes - Draft
August 16, 2016**

Members present: Mary Pat Lytle, Stephanie Brassington, Craig Weiss, Ernie Peterson, and Chris Frederick.

Members absent: Marc Nielsen arrived at 6:02 pm.

Staff present: Jim Hessling and Kelsy Boyd.

Others present: Brian Berquist (Town & Country Engineering)

1. Call to order: The meeting was called to order at 6:01 p.m. by Chair Lytle in Conference Room A at the Municipal Center.

2. Public comments: None

3. Review and possible approval of draft Minutes of Public Utilities Meeting of July 19, 2016:

Motion by Lytle, second by Weiss, to approve the draft minutes with minor amendments. Approved 6-0.

4. Discussion and possible recommendation regarding the Paulson Road South Development.

Jim Hessling, Assistant Director of Public Works, indicated that he and Allan Coville, the Director of Public Works, had met with the developer regarding relocating the water main for this project for improved water pressure and water quality. Hessling indicated that the Public Works Committee has already approved the proposed change. Frederick, who is also on the Public Works Committee, expressed concern about how the proposed plan for stormwater runoff is tying in currently. The currently proposed detention basin is outflowing into the curb line on Ridge Road and could cause winter maintenance issues. He felt strongly the detention basin should be connected to our current storm sewer system, however, this could be difficult given the closest connection point is on Valley Drive, which is approximately two blocks away. Frederick added that given the current location is a 100% pervious, wooded lot and post-development, over 50% will be impervious surface, volume and flow rate to the existing homes downstream is a big concern. Brian Berquist agreed this is a concern and pointed out that there is green space still available on the current plan design that could be utilized for stormwater. Frederick stated that another consideration is that the Village may eventually be reworking Paulson Road to include a storm sewer system. A potential short-term solution would be to outflow onto the curb line until such time the Village reworked Paulson Road. The development agreement would outline an escrow payment for these additional costs to be paid by the developer.

Motion by Frederick, second by Nielsen, to direct staff to work with the developer to demonstrate that their final plan will meet new development standards including peak flow rates and total volume. In addition, staff is directed to work with the developer on addressing the outflow of stormwater to the curb line, including language for the development agreement that would either have the developer tie into the existing stormwater system or contribute to a new stormwater system when Paulson Road is reworked. Approved 6-0.

5. Update regarding the creation of a Well Head Protection program for the Villages Municipal wells.

The Public Utilities Committee had made a recommendation to the Village Board to have Town & Country Engineering develop the Well Head Protection program at an approximate cost of \$13,000. The Village Board declined that recommendation due to cost considerations and instead directed staff to engage the Wisconsin Rural Water Association to develop the Well Head Protection program, who will complete the program at no cost. Town & Country would only be engaged as needed for initial input and final review. An initial meeting between staff, Town & Country, and Wisconsin Rural Water Association has already occurred.

6. Discussion and possible recommendation regarding the 2017 proposed projects.

The following list of proposed 2017 projects were discussed:

- a. Burma Road Water Tower is due for a DNR inspection at an estimated cost of \$5,000
- b. An alternate fuel source utilizing propane or electric for Well #4
- c. Water/Sewer main installation from Broadhead up Holscher Road to Siggelkow

As part of the budget process, it was recommended that staff review emergency protocol for back-ups.

7. Discussion regarding the algorithms used to identify unusually high water usage.

Boyd handed out the report, which identifies unusual usage for the billing period. On the most recent report there were 127 accounts that appeared. The algorithm compares the current reading to the same period last year. If the current read is 2.5 times higher than last year or only 10% of last year's usage, it appears on the report. One of the issues with contacting customers is that frequently the customer's phone number has not been provided to the utility. It was discussed that something should be put in the newsletter about providing phone numbers.

Adjournment: Motion by Nielsen, second by Brassington, to adjourn at 7:07 p.m. Motion approved 6-0.