

The Commissioners of Ledgeview Sanitary District #2 held a meeting on Wednesday, February 27, 2013 at the Municipal Building located at 3700 Dickinson Road.

1. **Open the meeting:** Steve Jauquet opened the meeting at 6:00 p.m.
2. **Roll call:** Present were Steve Jauquet, Ken Geurts and Dennis Watermolen. Also present were systems operator Mark Pansier and clerk/treasurer Luann Pansier.
3. **Approve or amend the agenda:** Motion was made by Geurts, seconded by Watermolen, to approve the agenda as presented. All aye – motion carried.
4. **Act on minutes:** Motion was made by Geurts, seconded by Watermolen, to approve the minutes of February 6, 2013. Geurts and Watermolen – aye. Jauquet abstained because he was excused that evening. Motion carried.
5. **Public comment:** None.
6. **Scott Sternhagen, CPA with Schenck SC – 2012 Audit Report:** Sternhagen said the audit process went very well. He summarized the Management Communications Report and then reviewed the Financial Report stating both the water and sewer had positive net cash at the end of 2012. He also stated they found no major concerns in either department. He said he's aware the GBMSD raised their rates as of January 1st and recommends the District consider upping its rate by the same.
7. **Municipal water and sanitary sewer extension to properties along Dollar Lane:** The Commissioners reviewed the responses sent in from the property owners. Motion was made by Jauquet, seconded by Watermolen, to table this project for now because responses from the property owners included new information of other potential developments that may occur in the near future within close proximity to Dollar Lane that could alter the design and cost of this project. All aye – motion carried.
We will contact all property owners within this potential project when we have solid information.
8. **Municipal water and sanitary sewer extension to properties along Monroe Rd (CTH GV) north of Ledgeview Road:** The two property owners responded that they do not want the services, therefore the board agreed to have the sewer and water lines stubbed just beyond the new roundabout to be constructed at the Ledgeview/Monroe Road intersection.
9. **Municipal water and sanitary sewer extension to properties along Monroe Rd (CTH GV) between Ledgeview Road and Heritage Road:** The responses from property owners within this area varied. Some have undrinkable water and would like municipal service and others are not in favor. Water could be installed easily enough, but sewer on the other hand could only be extended to the first undeveloped lot north of Heritage Road due to grade. The owners north of that open parcel however, also want sewer, even if it requires a lift pump. The District's engineer, Scott Brosteau, sent information to the board expressing the need to update the overall sewer master plan for this region to include adjustments for developments that have occurred and changes that may need to be made due to the flood study that was completed after the District's sewer plan. Motion was made by Jauquet, seconded by Geurts, to put this issue on hold for now and approve Mead & Hunt, Inc. to update the sewer master plan for this region which will help to determine the

best way to serve the properties along CTH GV between Ledgeview Road and Heritage Road. All aye – motion carried.

10. Requests from property owners or customers:

- a. Ed & Cheryl Phillips, D-443-4, corner of Heritage Rd and CTH GV, assessed sewer and water based on 215.42ft of frontage along Heritage Road but the County now claims they only own 165ft, therefore they're asking the District to review and give credit for the difference assessed. The Commissioners reviewed the County map of this parcel which shows a vision corner of 93.80ft. This amount divided by two equals 46.90ft plus the 168.52ft along Heritage comes to the total of 215.42ft assessed. Therefore the formula used to assess this property was correct and the Phillips request for credit is denied.

11. Mead & Hunt, Inc. – Award Projects, Pay Requests, Project Updates, Change Orders: *Scott Brosteau could not attend, however gave update by email prior to this meeting.*

- a. GV Road Reconstruction – no update, County is still working on right-of-way purchase.
- b. City of De Pere – water and sewer agreements – A copy of De Pere's draft was mailed to the Commissioners and they reviewed it as well as Brosteau's remarks. They have the following changes/comments/inclusions to be given back to the City for the final draft:
 - Section 1 Sub 5 needs to be revised to state that the lateral for Parcel D-78-4 will be removed due to the extension of the sanitary sewer and De Pere shall reconnect the existing lateral to the City's sewer main being installed along CTH PP.
 - Section II Sub C – They're pleased with the manner in which the City is agreeing to reimburse the difference to the water rate formula and agree to permanently set the new rate structure to Schedule Mg-I.I to be consistent with paragraph II.2.B.ii when the City completes its next rate case with the PSC. However, if the City ever asks the PSC for a flat fee or water conservation structure, or other rate structure in Schedule Mg-I that would adversely affect the District, the District reserves the right to request an amendment to this formula.
 - Section III Sub 2 – includes our verbiage about sewer and water service into areas of Ledgeview if annexed by De Pere, but was changed from BOTH determining the economic feasibility to the CITY only; should be changed to "...it shall contract with District for sewer and water service unless both the City and Town/District determine that City provision of such services to the territory are more economically feasible.

Swan Road Interceptor Extension for permanent De Pere tap south of Rockland Road – The GBMSD told De Pere and Ledgeview they can extend the Swan Road Interceptor and that the Met would take over the pipe once constructed. De Pere will have about 90% of the capacity and thus 90% of the cost. It's desired to have this project done in 2013.

Motion was made by Geurts, seconded by Jauquet, to let the City of De Pere take the lead on this project. All aye – motion carried.

An agreement will need to be drafted and signed prior to the start of this project to include cost share, capacity allocations and clear up any other questions, such as when Ledgeview would have to pay its portion as it would not service any accessible area until Swan Road or GV are extended.

- c. Private development-water main easement/ownership agreements – in progress, locates showed discrepancies that are being followed up on.

12. Systems Operations:

- a. Truck Purchase – a ¾ ton Dodge Ram is ordered with a trade in on the old truck of \$17,500.
- b. Other – Waiting for quotes to clean the water tower and do little paint touch ups.

13. Clerk/Treasurer:

- a. Ordinance to amend the sewer rate per thousand gallons – L Pansier recommends the Commission pass on the \$.22 increase from the Green Bay Met with no additional increase added for daily operations and management at this time. There is concern over the high usage bill received from the GBMSD for January, but noted the rain/thaw events contributed to this factor. We'll monitor this over the next six months, try to find infiltration and review the rates again only if necessary.

Motion was made by Watermolen, seconded by Jauquet, to adopt the 5th amendment to Resolution S.D. 2007-017 establishing sewer rates for users of the public sewerage system of Ledgeview Sanitary District #2 increasing the rate by \$.22 per 1,000 gallons effective February 27, 2013. Jauquet, Geurts and Watermolen - aye – motion carried.

- 14. Act on vouchers:** Motion was made by Jauquet, seconded by Watermolen, to approve vouchers itemizing payments made since February 6, 2013. All aye – motion carried.

- 15. Adjourn:** Motion was made by Jauquet, seconded by watermolen, to adjourn the meeting at 7:30 p.m. All aye – motion carried.

*Luann M. Pansier
Clerk/Treasurer*