

The Commissioners of Ledgerview Sanitary District #2 held their monthly meeting on Wednesday, **March 5, 2014** at the Municipal Building located at 3700 Dickinson Road.

1. **Call the meeting to order:** Steve Jauquet called the meeting to order at 6:00 p.m.
2. **Roll call:** Present were Steve Jauquet, Ken Geurts and Dennis Watermolen. Also present were engineer Scott Brosteau, systems operator Mark Pansier and clerk/treasurer Luann Pansier.
3. **Approve or amend the agenda:** Motion was made by Watermolen, seconded by Geurts, to approve the agenda as is. All aye – motion carried.
4. **Act on minutes – February 3, 2014 and February 19, 2014:** Geurts said a correction needed to be made to reflect the February 3rd meeting opened at 5:30 p.m., not 6:00 p.m.
Motion was made by Jauquet, seconded by Watermolen, to approve the minutes of February 19, 2014 and the minutes of February 3, 2014 with the above correction. All aye – motion carried.
5. **Public Comment:** None.
6. **Requests from property owners, customers, other:** None.
7. **Schenck – 2013 Audit Review:** Dave Maccoux and Scott Sternhagen from Schenck SC attended and gave an overview of the 2013 financial and management reports. They said the District is financially sound and all looks well.
L Pansier asked if they would stay to give comment on the method she used to calculate the new sewer rate increase being proposed this evening. They agreed, so the board gave direction to hold discussion regarding the Resolution to Amend Sewer Rates at this time. Pansier gave a handout depicting the formula she used to calculate the proposed fees. She stated the “demand fees” a/k/a “meter rates” include NewWater’s “Fixed Charge” amount enacted as of this year, plus an amount based off a three year average volume of infiltration. She then used “meter equivalents” established by NewWater to calculate the rate per meter needed to collect the combined total.
Pansier said the usage rate per 1,000 gallons was determined by applying the budget numbers to the same format used within the audit under “Statement of Revenues, Expenses”. This determined the amount needed to be collected under “charges for service”. That amount, minus the amount collected via the demand meter fees, was applied toward the 2014 estimated volume to be billed. The resulting rate is \$4.70 per 1,000 for an increase of \$.33 or 7.55%.
Maccoux said this formula made sense and the increase was not excessive compared to others he’s seen. Sternhagen suggested we add a little on to the calculation due to the fact that the new rates are not being implemented until the second quarter of the year, so there may be a shortfall this year. Pansier said she could revisit the numbers in fall and, if needed, they could be adjusted again. All agreed.
8. **Belle Isle Meadows – Developer’s Agreement:** Brosteau reviewed the final agreement stating the Town will use current bond proceeds to construct the sewer, water and Town portions of this project and the developers are guaranteeing repayment of the principal and interest based on the Town’s debt amortization.
Motion was made by Geurts, seconded by Jauquet, to approve the Developer’s Agreement for the project known as Belle Isle Meadows. All aye – motion carried.

9. **Mead & Hunt, Inc. – award projects, pay requests, project updates, change orders:**
- a. Radue Development – Reserve at Meadow Ridge – still working on the wetland mitigation.
 - b. Belle Isle Meadows – engineering will proceed to bid out as soon as possible.
 - c. GV10 reconstruction – Brosteau said he, along with Dick Huxford and Sarah Burdette, met with the Brown County Highway Department to discuss timing of the project and found out that the entire project will occur in 2015. They are working on right-of-way acquisition. The County said they would be willing to fill in a berm needed to place the sewer and water extensions along the southern portion of GV if the District wanted to do that this year.
 - d. Misc. updates – Brosteau and M Pansier showed the Commissioners new web based G.I.S. software they’re using and gave an overview of the advantages of this product. Our operators can use their phones to pull up information regarding location and maintenance of all the hydrants, laterals, valves, street signs, storm inlets, etc. They can also update maintenance information as it occurs. The annual cost of \$2,500 is way less than other G.I.S. products and is being split between Town, Water, Sewer and Storm Sewer budgets.
10. **Systems Operation:** M Pansier and Geurts told everyone that the Personal Committee approved an offer to hire someone to fill the new position. We’ll see if he accepts. Pansier also told the Commissioners of the problems they’re having with a frozen ¾” copper water service, installed in the 80’s, that runs under Fox River Drive.
11. **Clerk/Treasurer:**
- a. Resolution Amending Sewer Rates For Users Of The Public Sewerage System Of Ledgeview Sanitary District No. 2 – Motion was made by Watermolen, seconded by Jauquet, to approve the Resolution Amending Sewer Rates establishing new rates as the following, effective March 17, 2014:

<u>Demand Charge per quarter:</u>	¾” meter	\$ 23.24
	1” meter	\$ 32.54
	1½” meter	\$ 41.83
	2” meter	\$ 67.40
	3” meter	\$ 255.66
	4” meter	\$ 325.40

Wastewater Usage Rate: \$4.70/1,000

Jauquet – aye, Geurts – aye, Watermolen – aye, Motion carried.
12. **Act on vouchers:** Motion was made by Jauquet, seconded by Watermolen, to approve the vouchers itemizing payments made since February 3, 2014. All aye – motion carried.
13. **Adjourn:** Motion was made by Jauquet, seconded by Geurts, to adjourn the meeting at 7:10 p.m. All aye – motion carried.

Luann M. Pansier
Clerk/Treasurer