

**Minutes
Water & Sewer Committee
And Prairie Sanitary District Joint Meeting
Wednesday, January 18, 2017
Held at Spring Green Village Office
154 N. Lexington Street
6:00 p.m.**

1. **Call to Order and Attendance:** Michael Broh called the meeting to order at 6:09 p.m. Water & Sewer Committee members present: Vern Demers, and Michael Broh. Eugene Hausner was absent.
Prairie Sanitary District members present: Doug Feiner, Terry Prem, Dave Radel, and Karen Shelton.
Others present: Wendy Crary.
2. **Appoint Minute Taker:** Wendy Crary was appointed minute taker.
3. **Approve Minutes:** Motion by Demers, second by Radel to approve minutes from the August 26, 2015 Water & Sewer Committee and Prairie Sanitary District Joint Meeting. Motion passed with all in favor.
4. **Review and approve agenda:** Motion by Demers, second by Feiner to approve the agenda. Motion passed with all in favor.
5. **Discussion and possible action regarding Annual Review of Agreement for Wastewater Treatment & Billing between the Village of Spring Green and the Prairie Sanitary District.**

Crary passed out the General Ledger Audit Detail Report for the PSD Capital Improvement Deposits Account. Payments in the amount of \$1,128.75 are made quarterly by the PSD and then accounted for separately by the Village. This account will be utilized for the PSD portion of any qualifying upgrades at the Waste Water Treatment Plant. The balance as of 12/31/2016 is \$7,901.25. Crary also passed out and reviewed the updated 2017 Schedule of Wages and Benefit Charges for Village Employees which will be utilized for the quarterly billings to the PSD. Feiner informed those present that the maps have been updated and that as far as the PSD is concerned they are happy with the current agreement. Feiner also stated that the PSD is replacing pumps within the district and completing preventative maintenance. Those in attendance discussed holding an annual meeting in January or February of every year instead of in August or September. This will allow for the schedule of wages and benefits to be updated after the budget is approved in late November for the upcoming calendar year. This will also allow everyone to see the yearend balance for the PSD Capital Improvement Deposits Account. Motion by Feiner, second by Prem to hold the annual meeting in January or February of each year. Motion passed with all in favor.

6. **General Public Comment:** There was no general public comment at this time.
7. **Adjourn:** Motion by Feiner, second by Demers to adjourn at 6:27 p.m. Motion passed with all in favor.