

**Minutes
Water & Sewer Committee
And Prairie Sanitary District Joint Meeting
Wednesday, January 16, 2019
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 6:00 p.m. Water & Sewer Committee members present: LuEtta Miller, and Michael Broh. Eugene Hausner was absent. Prairie Sanitary District members present: Doug Feiner, Dave Radel, Karen Shelton, and Terry Prem. Others present: Wendy Crary.
2. **Appoint Minute Taker:** Wendy Crary was appointed minute taker.
3. **Approve Minutes:** Motion by Miller, second by Feiner to approve minutes from the September 19, 2018 Water & Sewer Committee Meeting. Motion passed with all in favor.
4. **Review and approve agenda:** Motion by Feiner, second by Shelton 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.**

The General Ledger Audit Detail Report for the PSD Capital Improvement Deposits Account was provided by Crary prior to the meeting. 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 12/31/2018 is \$16,931.25. Crary also provided previously and reviewed the updated 2019 Schedule of Wages and Benefit Charges for Village Employees which will be utilized for the quarterly billings to the PSD in 2019. Crary explained that while the hourly wage is going up in 2019 the hourly benefit amounts are going down. This is due to WI Retirement percentage decreasing along with the maximum amount the Village is allowed to pay for the employee health insurance plans through the state of Wisconsin. Shelton requested clarification so she would be able to explain the decrease to the Town of Spring Green. Feiner informed those present that the PSD will need to review the current rates for a possible increase in the future. Feiner distributed a copy of the Prairie Sanitary Account Balances as of 12/31/2018 with a total balance of \$364,875.59 for all accounts held by the PSD. Feiner inquired about Woodbury Subdivision and which entity is responsible should anything need to be replaced. The Village representatives informed the PSD Committee that it was already agreed that the Village would be responsible since the PSD relinquished that development to the Village. Feiner inquired about the meter on Wood Street that measures the PSD waste going to the WWTP which is utilized for the PSD quarterly bill payable to the Village. Feiner said, "The meter is supposed to be calibrated regularly and the PSD is to receive a copy of the results". Crary informed Feiner that the Director of Public works has the schedule and results for the meter calibration and Feiner will need to request it from him. The annual meeting per the agreement will be held in January 2020 unless the need to meet would arise during 2019. No action was necessary regarding this matter.

6. **General Public Comment:** There was no general public comment at this time.
7. **Adjourn:** Motion by Radel, second by Feiner to adjourn at 6:44 p.m. Motion passed with all in favor.