

**Minutes
Water & Sewer Committee
And Prairie Sanitary District Joint Meeting
Tuesday, March 5, 2024
Held at Spring Green Village Office
154 N. Lexington Street
5:30 p.m.**

Meeting held in-person and virtually via Zoom & Teleconference

1. **Call to Order and Attendance:** Michael Broh called the meeting to order at 5:30 p.m. Water & Sewer Committee members present: Michael Broh, Robin Reid, and Jennifer Snow. Prairie Sanitary District members present: Karen Shelton, Dave Radel, and Jeff Foster. Terry Prem arrived at 5:31 p.m. Others present: Wendy Crary, Adam Reno, and Scott Whitsett.
2. **Appoint Minute Taker:** Wendy Crary was appointed minute taker.
3. **Approve Minutes:** Motion by Reid, second by Radel to approve minutes from the February 1, 2023 Water & Sewer Committee and Prairie Sanitary District Joint Meeting. Motion passed with all in favor.
4. **Review and approve agenda:** Motion by Snow, second by Reid 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 updated 2024 Schedule of Wages and Benefit Charges for Village Employees was reviewed and will be utilized for the quarterly billings to the PSD in 2024. 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 is to be utilized for the PSD portion of any qualifying upgrades at the Waste Water Treatment Plant. Shelton inquired about the possibility of the PSD setting up an account for these payments versus paying the Village quarterly. This would allow the PSD to accrue interest on the payments. Shelton also inquired about amending the agreement and how that could occur. Broh suggested the PSD draft potential changes for amending and then request a meeting for review by the Water & Sewer Committee and the Prairie Sanitary District. Foster inquired about the PSD purchasing and paying for the installation of a laser meter. Broh responded that may be a possibility if it is determined it is needed. Foster informed everyone the PSD is investigating potential water infiltration when tanks are pumped and inspected. No action was necessary regarding this item.
6. **General Public Comment:** There was no general public comment at this time.
7. **Adjourn:** Motion by Radel, second by Snow to adjourn at 5:50 p.m. Motion passed with all in favor.