

**Meeting of the Village Water/Sewer Commissioners**

Monday, July 28<sup>th</sup>, 2014

43 S Main Street, Main Street Fire Station

Present: P.H. Flanders, C. Parks, R. Finucane, Commissioners; W. Shepeluk, Municipal Manager; Alec Tuscany, Public Works Director; B. Woodruff, Staff

Flanders called the meeting of the Water and Sewer Commissioners to order at 4:40pm.

The agenda was approved by consent.

**Customer Refunds:** A discussion was held on changes to water and sewer rates. Flanders presented information about changes to base units. He suggested that only those who bought properties where allocations for their new uses are too high should be credited for allocation fees. **Finucane moved to credit the Drake's water and sewer bill for one year's worth of the extra base charge for both water and sewer that has been billed since moving there in 2010. He clarified the credit of \$320.00 would be applied directly to the bill and not be refunded by check. Parks seconded the motion. A vote was held, and the motion passed unanimously.**

**Rate Revision:** Flanders asked if it would make sense to re-calibrate the issuance of base charges into thirds. For example, a 3-bedroom house is assumed to use 200 gallons per day, which is assigned one equivalent base unit. For apartments, Flanders suggested that the Village should 66gpd per bedroom as assumed usage. The board and staff decided to revisit this issue at a future meeting.

**Finucane moved to increase sewer base charges and usage charges by 5% and water base charges and consumption charges by 2%.** This change would be reflected in the bills for the period of 5/1/2014 through 7/31/2014, which will be mailed in August. Parks seconded the motion. A vote was held, and the motion passed unanimously.

**Monthly Reports:** Tuscany discussed the monthly department reports (attached).

**Other Business:**

**Minutes:** Finucane moved to approve the minutes of the June 23 meeting. Parks seconded the motion, a vote was held, and the motion passed unanimously.

There being no further business, the meeting of the Water and Sewer Commissioners was adjourned at 5:30pm.

The next regular meeting is scheduled for Monday, August 25 at 43 South Main Street (Fire Station/ Municipal Office).

Respectfully submitted,  
Courtney Nelson, Utilities Billing Clerk

Approved by: \_\_\_\_\_ Date: \_\_\_\_\_