

TOWN OF LIBERTY GROVE PUBLIC MEETINGS

Sanitary District #1 *Via Zoom*

DATE: February 16, 2022

TIME: 6:45 pm

PLACE: Liberty Grove Town Hall, 11161 Old Stage Road *via Zoom*

AGENDA:

1. Call to order
2. Roll call
3. Approve Agenda
4. Approve Minutes 1-19-22
5. Public Input
6. Sister Bay Utility meeting
7. Utility District Financial Report
8. Payment of bills
9. Correspondence
10. Future meetings
11. Adjourn

****All agenda items will include discussion and possible action. Deviation from listed order may occur****

****Audience members must ask for permission, during public input, to speak on agenda items ****

Anastasia Bell, Clerk/Treasurer

Members of the Town Board or any other Town Committee, who are not members of the body whose meeting agenda is published in this notice, are entitled, as any other citizen of the Town of Liberty Grove, to attend this meeting in an unofficial capacity. It is possible the attendance of one or more non-members may create a quorum of the membership of another body. Such a quorum is unintended, and the non-members are not meeting for the purpose of exercising the powers or duties attendant upon their membership on any Town Committee or Board.

Town of Liberty Grove is inviting you to a scheduled Zoom meeting (teleconferencing). To Join Zoom Meeting enter the following on your computer:

<https://us02web.zoom.us/j/81214932615?pwd=WTJKbWhFQWslYnRUeEZaUnlla1AvQT09>

Meeting ID: 812 1493 2615

Password: 919456

If the link doesn't work, go to <https://zoom.us/>, click the "Join a meeting" button and enter the meeting ID and Password when prompted.

To find your local number visit <https://zoom.us/u/atMFqvZKe>. To join the meeting by telephone dial one of the numbers below based on your location.

(312) 626 6799 US (Chicago)

(346) 248 7799 US (Houston)

(301) 715 8592 US (Washington D.C.)

(253) 215 8782 US (Tacoma)

(646) 558 8656 US (New York)

(669) 900 9128 US (San Jose)

Town of Liberty Grove
Minutes of the Sanitary District #1 Committee meeting on January 19, 2022
(This meeting was correctly posted)

Agenda:

1. Call to order
2. Roll call
3. Approve Agenda
4. Approve Minutes 12-15-21
5. Public Input
6. Sister Bay Utility meeting
7. Utility District Financial Report
8. Payment of bills
9. Combined funds versus splitting funds for accounting purposes
10. Rate case
11. Correspondence
12. Future meetings
13. Adjourn

Chairman John Lowry called the meeting to order at 6:30pm. Committee members Cathy Ward, Nancy Goss, Janet Johnson, and Paul Schwengel were present along with Administrator Walter Kalms, Clerk/Treasurer Anastasia Bell and 1 member of the public via teleconference (Zoom).

Ward moved, Goss second to approve the agenda as posted. Carried 5-0.

Lowry moved, Schwengel second to approve the 12/15/2021 minutes as presented. Carried 5-0.

Public Input – None.

Sister Bay Utility meeting – None.

Utility District Financial Report – Bell reported the following balances in the district accounts for December 2021.

Utility District Checking	76,820.21
Utility District Savings	290,895.59
Utility District Restricted Savings	71,629.47
District Replacement CD 00-134	<u>149,248.04</u>
Total	588,593.31

Johnson moved, Schwengel second to approve the financial report with date correction. Carried 5-0.

Payment of Bills – **Lowry moved, Goss second** to approve the payment of bills as presented totaling \$53,996.25. Carried 5-0.

Fund Accounting – Amber Drewieske, CliftonLarsonAllen, reported that the water and sewer funds are currently reported together for balance sheet presentation purposes. This combining of the funds makes it difficult to know if the water and sewer rates are adequately supporting each system. Rates are determined from cash flow analysis. Historical trends of the trial balance would be used to calculate the initial split. She also noted that a different accounting software may need to be considered in the future since our current software doesn't account for separate funds well. **Lowry moved, Goss second** to proceed with the recommendation of splitting funds for accounting purposes. Carried 5-0.

Rate case – Amber Drewieske noted that splitting the fund will assist in knowing when a rate case is necessary and recommended a simple water rate case as often as the district is eligible.

Correspondence – None.

The next meeting will be Wednesday, February 16, 2022 at 6:45pm via Zoom.

Lowry moved, Johnson second to adjourn at 6:55pm. Carried 5-0.

Respectfully submitted,
Anastasia Bell, Clerk/Treasurer

DRAFT

Liberty Grove Utility District #1

	2021	2020
1. Checking account		
Balance as of November 30,	\$ 75,937.98	\$ 65,970.51
Add Deposits	\$ 2,112.59	\$ 695.62
Less Disbursements	(\$1,232.29)	(\$1,869.11)
Add Interest	\$ 1.93	\$ 2.48
Balance as of December 31,	<u>\$ 76,820.21</u>	<u>\$ 64,799.50</u>
2. Savings account		
Balance as of November 30,	\$290,883.24	\$290,737.85
Add deposits	\$ -	\$ -
Less Disbursements	\$ -	\$ -
Add Interest	\$ 12.35	\$ 12.35
Balance as of December 31,	<u>\$ 290,895.59</u>	<u>\$ 290,750.20</u>
3. Savings Restricted account		
Balance as of November 30,	\$ 71,627.64	\$ 58,547.89
Add Deposits	\$ -	\$ -
Less Withdrawals	\$ -	\$ -
Add Interest	\$ 1.83	\$ 2.21
Balance as of December 31,	<u>\$ 71,629.47</u>	<u>\$ 58,550.10</u>
4. North Shore Bank CD (23 months ending 6/30/2022)	\$ 149,248.04	\$ 149,248.04
5. Nicolet CD 00-135 (closed 10/23/2020)	\$ -	\$ -
Balance as of December 31,	<u>\$ 588,593.31</u>	<u>\$ 563,347.84</u>

Corrected

Liberty Grove Utility District #1

	2022	2021
1. Checking account		
Balance as of December 31,	\$ 76,820.21	\$ 64,799.50
Add Deposits	\$ 47,879.00	\$ 30,301.75
Less Disbursements	(\$54,069.24)	(\$28,535.80)
Add Interest	\$ 1.86	\$ 1.59
Balance as of January 31,	\$ 70,631.83	\$ 66,567.04
2. Savings account		
Balance as of December 31,	\$290,895.59	\$290,750.20
Add deposits	\$ -	\$ -
Less Disbursements	\$ -	\$ -
Add Interest	\$ 12.35	\$ 11.55
Balance as of January 31,	\$ 290,907.94	\$ 290,761.75
3. Savings Restricted account		
Balance as of December 31,	\$ 71,629.47	\$ 58,850.10
Add Deposits	\$ -	\$ -
Less Withdrawals	\$ -	\$ -
Add Interest	\$ 1.83	\$ 1.40
Balance as of January 31,	\$ 71,631.30	\$ 58,851.50
4. North Shore Bank CD (23 months ending 6/30/2022)	\$ 149,248.04	\$ 149,248.04
5. Nicolet CD 00-135 (closed 10/23/2020)	\$ -	\$ -
Balance as of January 31,	\$ 582,419.11	\$ 565,428.33

Liberty Grove Sanitary District
2/16/2022 Meeting

Name of Payee	Description of bill	Amount
WPS	Lift Station electric	\$ 114.98
Lon/Mary Robert	Overpayment of final Utility Bill	\$ 154.42
Sister Bay Utilities	Monthly Lift Station Flushing, Electric, Meter software, billing software	\$ 280.93
TOTAL		\$ 550.33
<i>pd prior to today</i>		