TOWN OF LIBERTY GROVE PUBLIC MEETINGS

<u>Sanitary District #1</u>

DATE: October 18, 2023

TIME: 7:00 pm, or immediately following the conclusion of the Town Board meeting

PLACE: Liberty Grove Town Hall, 11161 Old Stage Road

AGENDA:

1. Call to order
2. Roll call
3. Approve Agenda
4. Approve Minutes 12-21-22
5. Public Input
6. Utility District Financial Report
7. Payment of bills
8. 2024 Sanitary District Budget
9. Correspondence
10. Future meetings
11. Adjourn

*** Report items will not be discussed or voted on, all other agenda items may 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 ***

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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
Minutes of the Sanitary District #1 Committee meeting on December 21, 2022
(This meeting was correctly posted)

Agenda:

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

Chairman John Lowry called the meeting to order at 6:47pm. Committee members Janet Johnson, Nancy Goss, Cathy Ward, and Dan Watts were present along with Administrator Walter Kalms and Clerk/Treasurer Anastasia Bell.

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

Lowry moved, Goss second to approve the 10/19/2022 minutes as presented. Carried 5-0.

Public Input – None.

Utility District Financial Report – Bell reported the following balances as of November 30, 2022.

Utility District Checking	53,979.61
Utility District Savings	321,657.03
Utility District Restricted Savings	95,844.88
North Shore CD 00-134	150,440.36
Total	621,921.88

Lowry moved, Watts second to approve the financial report for 11/30/22 as presented. Carried 5-0.

Payment of Bills – Johnson moved, Lowry second to approve the payment of bills as presented totaling $687.58. Carried 5-0.

Simple Water Rate Case – Bell reported that the Utility District does not qualify for a simplified water rate case at this time. We will have the opportunity to check twice more before required to complete a full rate case.

Correspondence – None.

The next meeting will be Wednesday, January 18, 2023 at 6:45pm,

Lowry moved, Goss second to adjourn at 6:51pm. Carried 5-0.

Respectfully submitted,
Anastasia Bell, Clerk/Treasurer

Liberty Grove Utility District #1

	2023	2022
Checking account		
Balance as of August 31,	$ 58,680.77	$ 73,373.42
Add Deposits	$ -	$ 200.00
Less Disbursements	($2,059.49)	($30,627.39)
Add Interest	$ 46.40	$ 8.89
Balance as of September 29,	$ 56,667.68	$ 42,954.92
Savings account		
Balance as of August 31,	$327,446.11	$291,186.24
Add deposits	$ -	$ 30,000.00
Less Disbursements	$ -	$ -
Add Interest	$ 642.60	$ 95.71
Balance as of September 29,	$ 328,088.71	$ 321,281.95
Savings Restricted account		
Balance as of August 31,	$ 116,982.65	$ 91,614.23
Add Deposits	$ -	$ -
Less Withdrawals	$ -	$ -
Add Interest	$ 46.47	$ 11.29
Balance as of September 29,	$ 117,029.12	$ 91,625.52
Nicolet Bank CD (90 days ending 11/2022)	$ -	$ 150,251.00
Nicolet Bank CD (9 months ending 2/5/2024)	$ 151,758.44	$ -
Balance as of September 29,	$ 653,543.95	$ 606,113.39

Liberty Grove Sanitary District

10/18/2023 Meeting

Name of Payee	Description of bill	Amount	
PSC	Remainder Assessment	$	64.47
Sister Bay Utilities	Monthly Lift Station Flushing, Electric, Meter software, HydroCorp, Billing software	$	3,995.61
Sister Bay Utilities	Q3 2023 Quarterly Billing	$	52,358.98
WPS	Lift Station electric	$	140.27
	TOTAL	$	56,559.33

Liberty Grove Utilities District #1			2021 Actual	2022 Actual	2023 Budget	2023 Estimate	2024 Proposed	2023/2024 % Change
Draft #1								
610-00-46451(2)(3)-000-461	Customer sales-water		$ 51,939.91	$ 50,208.87	$ 50,000.00	$ 51,368.10	$ 51,500.00	3.00%
610-00-46454-000-462	Private Fire Protection		$ 922.98	$ 723.60	$ 750.00	$ 723.60	$ 749.00	-0.13%
610-00-46457-000-470(4)	Late & Misc charges-water		$ 22.34	$ 24.60	$ 25.00	$ 97.09	$ 25.00	0.00%
610-00-48110-000-419	Interest income		$ 188.25	$ 1,386.52	$ 402.00	$ 10,666.22	$ 8,400.00	1989.55%
610-00-48930-000-421	Other income (state/local)		$ 167.15	$ 203.25	$ 200.00	$ 135.26	$ 160.00	-20.00%
610-00-48930-000-422	Impact Fee Income		$ 10,804.70	$ 21,063.92	$ 5,000.00	$ 20,675.00	$ 8,000.00	60.00%
610-00-49300-000-423	Meter reconnection charges		$ 1,200.00	$ 1,080.00	$ 1,000.00	$ 1,140.00	$ 1,100.00	10.00%
620-00-46411(2)(3)-000-622	Customer sales-sewer		$ 113,297.75	$ 141,599.26	$ 185,000.00	$ 141,634.45	$ 142,000.00	-23.24%
620-00-46415-000-631	Late fees-sewer		$ 43.18	$ 82.67	$ 50.00	$ 158.03	$ 100.00	100.00%
620-00-49300-000-423	Hook-up charges		$ 1,955.04	$ 3,152.45	$ 600.00	$ 1,718.18	$ 1,000.00	66.67%
610-00-48930-000-420	Tax roll levy		$ 20,186.59	$ 25,299.70	$ 20,266.00	$ 20,266.00	$ 20,266.00	0.00%
		Total Revenue	**$ 200,727.89**	**$ 244,824.84**	**$ 263,293.00**	**$ 248,581.93**	**$ 233,300.00**	**-11.39%**
610-00-53710-000-620	Electrical-water		$ 3,131.03	$ 3,733.01	$ 4,100.00	$ 3,299.34	$ 3,800.00	-7.32%
610-00-53710-000-650	Water repairs		$ 3,848.37	$ 2,598.36	$ 5,000.00	$ 1,861.70	$ 4,000.00	-20.00%
610-00-53720-000-681	Office supplies & postage-water		$ -	$ -	$ -	$ 693.68	$ 500.00	0.00%
610-00-53720-000-682	SB services, audit, legal-water		$ 10,668.96	$ 17,926.40	$ 5,000.00	$ 15,801.06	$ 16,300.00	226.00%
610-00-53720-000-688	PSC remainder assessment		$ 83.06	$ 72.48	$ 73.00	$ 75.00	$ 75.00	2.74%
610-00-53720-000-689	Miscellaneous expenses-water		$ 902.42	$ 2,262.72	$ 1,700.00	$ 653.39	$ 725.00	-57.35%
610-00-53720-000-691(2)	Water purchased from SB		$ 20,707.12	$ 20,973.52	$ 21,810.00	$ 20,989.44	$ 22,000.00	0.87%
610-00-53720-000-693	Reconnection charges (pd to SB)		$ 1,195.00	$ 1,020.00	$ 1,200.00	$ 1,140.00	$ 1,100.00	-8.33%
620-00-53610-000-821	Electrical-sewer		$ 791.78	$ 947.97	$ 1,000.00	$ 1,035.26	$ 1,300.00	30.00%
620-00-53610-000-829	Quarterly services charges (Sister Bay)		$ 103,864.80	$ 129,348.82	$ 153,810.00	$ 136,569.25	$ 138,000.00	-10.28%
620-00-53620-000-831	Sewer repairs		$ 2,113.28	$ 16,349.76	$ 3,500.00	$ 11,354.45	$ 8,000.00	128.57%
620-00-53630-000-840	Maintenace & bookkeeping		$ 5,104.97	$ 5,604.01	$ 11,475.00	$ 5,905.36	$ 6,000.00	-47.71%
620-00-53640-000-851	Office supplies & postage-sewer		$ 720.13	$ 560.64	$ 525.00	$ 307.20	$ 350.00	-33.33%
620-00-53640-000-852	Audit-sewer		$ 4,750.00	$ -	$ -	$ 4,201.70	$ 4,500.00	0.00%
620-00-53720-210-000	Legal-sewer		$ -	$ -	$ 5,000.00	$ 3,556.00	$ 5,000.00	0.00%
620-00-53640-000-856	Miscellaneous expenses-sewer		$ 162.44	$ 367.67	$ 100.00	$ -	$ 150.00	50.00%
	Sewer fixed assets purchased							
	Water fixed assets purchased							
	Depreciation-Water and Sewer							
620-00-53640-000-852	Engineering Fees		$ 1,398.12	$ -	$ 1,500.00	$ 1,500.00	$ 1,500.00	0.00%
		Total Expenses	**$ 159,441.48**	**$ 201,765.36**	**$ 215,793.00**	**$ 208,942.83**	**$ 213,300.00**	**-1.16%**
Net available for unallocated reserve			**$ 41,286.41**	**$ 43,059.48**	**$ 47,500.00**	**$ 39,639.10**	**$ 20,000.00**	**-57.89%**
* Per PSC fire protection included in water purchased								
** These amounts are posted against balance sheet accounts and do not affect the income statement								
***Tax roll levy consists of Public fire protection								