



Village Hall, 262-567-2757
Fax, 262-567-4115
Highway Dept., 262-567-2422
Police Dept., 262-567-1134
Building Inspector, 262-490-4141
www.summitvillage.org

Summit Village Hall • 37100 Delafield Road • Summit, WI 53066

AGENDA
Silver Lake Utility District Commission Meeting
March 13, 2025 6:00 pm

At Summit Village Hall, 37100 Delafield Road, Summit, WI

1. CALL TO ORDER
2. ROLL CALL AND CONFIRM POSTING
3. PUBLIC COMMENT
4. MINUTES: February 13, 2025
5. Discussion and action on February, 2025 payables and financial report
6. Discussion and action on grinder pump survey for Silver Lake Utility District property owners
7. ADJOURN Utility Commission Meeting

Respectfully Submitted,

Debra J. Michael, WCMC
Village Administrator-Clerk/Treasurer

Next Regular Meeting: TBD

Posted: March 7, 2025

*****Please note that, upon reasonable notice, efforts will be made to accommodate the needs of disabled individuals through appropriate aids and services. For additional information or to request this service contact the Village Hall at 567-2757.

It is possible that members of and possible a quorum of members of other governmental bodies of the municipality may be in attendance at the above-state meeting to gather information; no action will be taken by any other governmental body except by the Utility Commission noticed above.



Village Hall, 262-567-2757
Fax, 262-567-4115
Highway Dept., 262-567-2422
Police Dept., 262-567-1134
Building Inspector, 262-490-4141
www.summitvillage.org

Summit Village Hall • 37100 Delafield Road • Summit, WI 53066

MINUTES
Silver Lake Utility District Commission Meeting
February 13, 2025

CALL TO ORDER

Chairperson Riley called to order the Silver Lake Utility District Commission meeting at 6 p.m. on Thursday, February 13, 2025 at Summit Village Hall, 37100 Delafield Road, Summit, WI.

ROLL CALL AND CONFIRM POSTING

Administrator Michael took roll call and confirmed that the meeting was noticed to the local media as required and requested and posted on the Village posting board and website. Commissioners present were: Kraig Arenz, Sr., Jim Petronovich, Jeff Lee and Justin Phillips. Also, present were: Chairperson Jack Riley, Public Works Director Kamron Nash and Administrator-Clerk/Treasurer Debbie Michael.

PUBLIC COMMENT - None

MINUTES: January 11, 2024 Regular and October 7, 2024 Special

MOTION: (Petronovich, Arenz) *to approve the minutes of the January 11, 2024 and October 7, 2024 meetings.* Carried.

Discussion and action on January, 2025 payables and financial report

MOTION: (Petronovich, Arenz) *to approve the January 2025 payables in the amount of \$9,810.41 and the financial report.* Carried.

Discussion and action on recent grinder pump issues at residential dwellings

Director Nash stated that there were two reports of grinder pumps going out on Indian Mound Road, she spoke to property owners and ASI. Spoke to SEH and

looked at the size of the mains and number of connections and the system seems to be slightly oversized. Mains are being jetted, recommended that we ask the City of Oconomowoc if they've looked at the air relief valves recently. Reached out to the City and thinks they are being responsive and haven't reported any issues. Various reasons for grinder pumps to fail. Not seeing anything that raises a red flag with the design of the systems.

Commissioner Lee stated he is on his third pump in twelve years. He heard that there's preventative maintenance options which he wasn't aware of. It seems odd that his and the other two neighbors failed after those on Atkins Knoll.

Commissioner Arenz stated he has heard that people hadn't communicated to us that their pumps failed. In the next quarterly billing, we should ask the property owners in this district to report to us if they have a pump failure. That way we are collecting the data.

Staff was requested to bring back sample documentation prior to the next quarterly billing to be considered for inclusion with those billings.

ADJOURN Utility Commission Meeting

MOTION: (Lee Phillips) *to adjourn at 6:18 p.m.* Carried.

Respectfully Submitted,

Debra J. Michael, WCMC
Village Administrator-Clerk/Treasurer

Next Regular Meeting: TBD

2025
Utility District
Financial Report

UD2	Amount \$\$
Bank 59 Balance 02/28/2025	\$ 2,344,652.85
AP MARCH 2025	\$ (46,328.89)
Interest Paid/Accrued 59	\$ 7,613.88
Available Funds	\$ 2,305,937.84
Interest Paid YTD 59	\$ 15,171.36
Total Interest	\$ 15,171.36
LOAN INFORMATION:	
GO Fund - Payoff: 5/2027	
Payments: 04/30/24 (Principal & Interest)	\$ 771,617.50
November (Interest only)	\$ 24,217.50
2024 Principal & Interest payment	\$ 795,835.00
12/31/2024 YE Principal Balance	\$ 2,305,000.00
Silver Lake Utility District	
Amount \$\$	
Bank 59 Balance 02/28/2025	\$ 211,732.12
AP MARCH 2025	\$ (8,901.78)
Interest Paid 59	\$ 679.84
Available Funds	\$ 203,510.18
Interest Paid YTD 59	\$ 1,416.05
Total Interest YTD	\$ 1,416.05

SLUD

3/06/2025 10:43 AM

In Progress Checks - Full Report - ALL
ALL Checks by Payee
BANK 59 SLUD

Page: 1
ACCT

Dated From: From Account:
Thru: Thru Account:

Voucher Nbr	Check Date	Payee	Amount
<hr/>			
	3/11/2025	CITY OF OCONOMOWOC	
		JANUARY SANITARY FEE	
			Manual Check Nbr: 031125SL-2
610-00-53641-000-000		CITY SEWAGE SERVICE	6,846.37
			INV03023
			Total 6,846.37
<hr/>			
	3/11/2025	VILLAGE OF SUMMIT	
		2025 FEB Admin VOS	
			Manual Check Nbr: 031025SL-1
610-00-53659-000-000		CONTRACTUAL SERVICES	2,012.50
		2025 Feb Admin SLUD	020125SL
			Total 2,012.50
<hr/>			
	3/11/2025	WE ENERGIES - UTILITY DISTRICTS	
		FOREST DR LIFT	
			Manual Check Nbr: 031125SL-3
610-00-53656-000-000		UTILITIES	23.69
			031825FD
			Total 23.69
<hr/>			
	3/11/2025	WE ENERGIES - UTILITY DISTRICTS	
		031825 ATKINS KNOLL	
			Manual Check Nbr: 031125SL-4
610-00-53656-000-000		UTILITIES	19.22
			031825AK
			Total 19.22
<hr/>			
		Grand Total	8,901.78



Village Hall, 262-567-2757
Fax, 262-567-4115
Highway Dept., 262-567-2422
Police Dept., 262-567-1134
Building Inspector, 262-490-4141
www.summitvillage.org

Summit Village Hall • 37100 Delafield Road • Summit, WI 53066

MEMORANDUM

To: Silver Lake Utility District Commission

From: Kamron Nash, P.E., Village Public Works Director

Date: February 26, 2025

Re: Discussion and Action on Grinder Pump Survey for Silver Lake Utility District Property Owners

PURPOSE:

To provide sample survey questions regarding grinder pump maintenance, use, and replacement for Silver Lake Utility District property owners to complete.

BACKGROUND:

At the February 13, 2025 Silver Lake Utility District meeting, staff were requested to put together sample questions for District property owners to complete regarding the maintenance, use, and replacement of grinder pumps. Response to these questions may be solicited in the next quarterly billing cycle. The collected information may be helpful for Village staff to better understand the number, location, and frequency of pump replacements and other issues that property owners are experiencing within the District.

RECOMMENDATION:

Village staff recommend that this survey be implemented in an online format. A QR code may be generated and included in the bill with some instructions, and a link may be placed on the Village website.

ATTACHMENTS: Silver Lake Utility District – Grinder Pump Survey (DRAFT)

FISCAL IMPACT: No financial impact is anticipated to implement this survey, assuming a digital format is utilized.

RECOMMENDED MOTION: To be determined, based on Commission direction.

Silver Lake Utility District - Grinder Pump Survey

The

Silver Lake Utility District Commission is seeking information on District customers' grinder pumps, including maintenance/repair activities and replacement. This information will be used to help evaluate any deficiencies within the system, as well as to provide feedback on expenses related to pump maintenance. Please take some time to complete the brief survey below.

* Indicates required question

1. What is your property address? *

2. How old is your current grinder pump? *

Mark only one oval.

- 1 - 5 years
- 6 - 10 years
- 10 - 15 years
- Over 15 years
- Unsure

3. What is the make/model of your grinder pump? *

7. Approximately how long does your grinder pump run each day? *Note that your pump will run several times per day for a 1 to 2 minutes each time. Please estimate total run time, if known.* *

Mark only one oval.

- 0 - 30 minutes
- 30 minutes - 1 hour
- 1 - 1.5 hours
- 1.5 hours - 2 hours
- Over 2 hours
- Unsure

8. Do you have a check valve installed on the discharge pipe from your grinder pump? *

Mark only one oval.

- Yes
- No
- Unsure

9. What types of waste (other than toilet paper) do you flush down your drains? *

Mark only one oval.

- Wipes (flushable, baby, cosmetic)
- Feminine hygiene products
- Grease/oil
- Harsh chemicals (industrial strength drain cleaners)
- Paint
- Food waste (including waste from garbage disposal)
- None of the above