

EAGLE LAKE SEWER UTILITY DISTRICT

Of the Town of Dover

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EAGLE LAKE SEWER UTILITY DISTRICT COMMISSION

PUBLIC MEETING MINUTES

MONDAY, NOVEMBER 11, 2024 @ 6:00 PM

4110 SOUTH BEAUMONT AVE (TOWN HALL)

KANSASVILLE, WI RACINE COUNTY

1. **Call to order:** Chairman Sam Stratton called the meeting to order at 6:00pm.
2. **Roll Call:** Sam Stratton Chairman, Jared Guillien Supervisor #2, Jim Kieliszewski & Marie Frederick ELSUD Commissioners, Jeff Bratz ELSUD Superintendent. Absent: Mike Shenkenberg Supervisor #1
3. **Approval of Previous Meeting Minutes October 14, 2024:** Jared Guillien made a motion to approve October 14, 2024 minutes with amendment, seconded by Sam Stratton. VOTE: 4/0 Motion carried.
4. **Approval of Eagle Lake Sewer Utility District (ELSUD) Payables for November 2024:** Superintendent Jeff Bratz provided an overview of the expenditures and financial reports. Jeff explained that lab testing in 2025 will increase from \$750.00 to \$775.00 monthly. Jared Guillien made the motion to pay November's expenses of \$19,321.62, seconded by Jim Kieliszewski. VOTE: 4/0 Motion carried.
5. **Lift Station/Force Main Project Update:** The contractor project punch list for the last nine months has not moved a lot. It was noted that ninety-three percent of the project has been paid for. The concern is if we close the loan paperwork with the DNR (Department of Natural Resources), then how do we ensure that the contractor returns to complete the punch list? Jeff Bratz suggested retaining \$50,000. Pay the contractor everything but \$50,000, close the loan for a \$175,000, then pay the remaining money out of our bank account based on completion of the punch list items. Our loan would be \$50,000 less plus interest saved. The punch list items are mostly cosmetics such as painting, landscaping, etcetera which due to weather can't be completed at this point. Jeff Bratz and Will Hein, Applied Technologies Engineer, will discuss possible payment options with the representative from the State to verify payment options. Ironically LW Allen sent an invoice for approximately \$45,000 stating that payment is past due and is considering putting a lien on our property. Jeff called the contractor who had subcontracted with LW Allen as they should be paying their subcontractors. Jeff did say that the lift stations were running very well.
6. **Approval of Payment Request Number Nine to PTS Contractors, Inc. in the Amount of \$225,556.80:** Based on the payment options discussion with the State rep, Jeff Bratz and Will Hein were approved to disburse the payment request number nine. Jared Guillien made the motion not to exceed \$225,556.80, seconded by Marie Frederick. VOTE: 4/0 (Marie yes, Jim yes, Jared yes, Sam yes) Motion carried.
7. **Signature of Project Completion and Closeout Documents:** Jared Guillien made the motion to approve signature of the project completion and closeout documents, seconded by Jim Kieliszewski. VOTE: 4/0 (Marie yes, Jim yes, Jared yes, Sam yes) Motion carried. All Chairman signed documents were given to Will Hein for final submission.
8. **ELSUD 2025 Budget:** Jeff Bratz presented an overview of the 2025 Sewer Budget. Jeff did not anticipate adding additional revenue for any new hookups in 2025. The Money Market interest income was lowered as he is unsure what interest rates will do in 2025. The vehicle repair and fuel expense have increased as Jeff has been driving the ELSUD truck more since his retirement. Jeff asked if anyone had any concerns with the numbers/budget. Jeff plans on providing the final budget in December after the late payments/special assessments are determined.
9. **Newsletter Creation/Mailing (to include Sump Pump Inspectors):** Tabled.

- 10. Progress on Clean Up of Gravel Platted Road/Property:** Jeff Bratz reported that the area, south end of Sioux Drive, has been basically cleaned up. There is one tilt bed truck still in the right-of-way. Jeff requested that it be moved by this weekend and if it isn't he will follow up again.
- 11. Initial Lift Station Project Engineering Fees from ARPA (American Rescue Plan Act) Funds:** Jeff Bratz stated that after research he cannot recoup any money.
- 12. Workman's Comp Audit Follow Up:** Jeff Bratz discussed that the commissioner's wages are paid out of the Town of Dover and then ELSUD is billed by Dover to cover those wages. Kim Springer, Deputy Clerk, feels it is the commissioner's wages that are included in the workman's comp audit. Jeff will re-evaluate. Subject tabled for further investigation.
- 13. Plant Operations Update:** Jeff stated that he ordered additional chemical last month at the discount rate. He still has four totes of the chemical stored. Jeff obtained a free generator for the plant today which is twenty years newer, so a 2005. A new natural gas line to the replacement 2005 generator will be needed as the old generator was diesel powered. We also need to install the wiring to the replacement transfer switch for the generator to work.
- 14. Public Comments:** Chairman Stratton thanked all our veterans for their service.
- 15. Closed Session under Wisconsin State Statute 19.85(1) Deliberating or negotiating the purchasing of public properties, investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session.:** No closed session was held.
- 16. Motion to Enter into Open Session:** No closed session was held.
- 17. All Business of Closed Session:** No closed session was held.
- 18. Adjournment:** Jared Guillien made the motion to adjourn at 6:36pm, seconded by Jim Kieliszewski. All were in favor. Motion carried.

Submitted the 26th day of November 2024
Camille Gerou, Clerk/Treasurer