

**VILLAGE OF COTTAGE GROVE UTILITY COMMISSION
MEETING MINUTES OF JULY 27, 2016**

1. **Call to Order.** The meeting was called to order by Chairperson Christopher Dyer at 5:00 p.m.
2. **Determine that a quorum is present and that the agenda was properly posted.** It was determined that a quorum was present and that the agenda had been properly posted. Present were Christopher Dyer, Bruce Halverson, Alex Jushchyshyn, Charlie Rogers and Dave Wallace. Also present were Public Works Director JJ Larson, Village Attorney Lee Boushea, Village Administrator Matt Giese, Utility Clerk Cynthia Clay, Mike Maloney and Travis McDermott of MSA, and Town of Cottage Grove Chairperson Kris Hampton.
3. **Public Appearances – Public’s opportunity to speak to Commission Members about any item that is not a specific agenda item.** None.
4. **Discuss condition and plans for Well #1.** Larson reported that the well house is in rough shape. He has reached out to Tom Miazga at Hydrite who has said that they would ask the State to take this location off of their testing sites. No problem is anticipated with State approval. The well would need to be properly abandoned and Larson will find out costs to cap the well at the surface and also down deep.
5. **Discuss results of the Sanitary Survey Report from the DNR.** Larson reported that the system is in very good shape and there are no major deficiencies.
6. **Discuss and consider approval of sewer and water extensions in Quarry Ridge Estates 2016 phase.** McDermott reported that the developer will be developing 21 lots with Lots 54 and 67 not being developed. Motion by Jushchyshyn, seconded by Wallace, to approve the sewer and water extensions in Quarry Ridge Estates 2016 phase. Motion approved by unanimous voice vote, 5-0-0.

7. **Engineer’s Report.**

Gaston Road Water Main Extension Project

Village staff is working to address concerns regarding the issued right-of-way permit with the Town of Cottage Grove. MSA has continued correspondence with the PSC to address rate study questions.

The Safe Drinking Water Loan Program Re-Application was submitted to the DNR in June. The DNR has indicated that the Village would be able to close on the loan earlier than the typical timeline meaning that it could be closed in later summer/fall.

8. **Director’s Report.**

GIS

Work continues.

Water Calls

Took one “dirty water” call. Resident has called before, but doesn’t believe the issue is with internal plumbing. I went out and flushed two closest hydrants to confirm water was clear in our system (it was).

9. **Approve vouchers for payment.** Motion by Jushchyshyn, seconded by Wallace, to approve payment of the vouchers in the amount of \$61,079.93. Motion approved by unanimous voice vote, 5-0-0.
10. **Approve the minutes of the June 8, 2016 meeting.** Motion by Rogers, seconded by Halverson, to approve the minutes of the June 8, 2016 meeting as presented. Motion approved by unanimous voice vote, 5-0-0.
11. **Set next meeting date.** The next meeting of the Utility Commission will be held on Wednesday, August 17, 2016 at 5:00 p.m.
12. **Closed Session. The Village of Cottage Grove Utility Commission will enter into Closed Session pursuant to Wisconsin State Statute §19.85(1)(e) deliberating or negotiating the purchase of public property, investing of public funds, conducting other specified business whenever competitive and/or bargaining reasons require a closed session, and pursuant to Wisconsin State Statute §19.85(1)(g) conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved – Discuss response to PSC correspondence relating to Village application to install and maintain a water main extension to Gaston Road, previous conditions imposed by the Town of Cottage Grove.**

Motion by Wallace, seconded by Rogers, to enter into Closed Session. Motion approved by roll call vote, 4-1-0, with Jushchyshyn voting nay. The Utility Commission moved into Closed Session at 5:26 p.m.

Motion by Jushchyshyn, seconded by Wallace, to reconvene into Open Session. Motion approved by unanimous roll call vote, 5-0-0. The Utility Commission reconvened into Open Session at 6:15 p.m.

13. **Reconvene into Open Session and possible consideration of any Closed Session item.**
 - a. **Discuss and consider response to PSC correspondence relating to Village application to install and maintain a water main on Gaston Road, terms and conditions previously imposed by Town of Cottage Grove on Village petition, direction to staff.**

Kris Hampton will see that the Right-of-Way Permit terms and conditions is placed on the Agenda for the Town of Cottage Grove's August 1, 2016 meeting.

14. **Adjournment.** Motion by Jushchyshyn, seconded by Wallace, to adjourn the meeting. Motion approved by unanimous voice vote, 5-0-0. The meeting was adjourned at 6:17 p.m.

Submitted by Cynthia Clay, Utility Clerk

Approved on October 12, 2016.

These minutes represent the general subject matter discussed in this meeting but do not reflect a verbatim discussion of the subjects and conversations that took place.