

**VILLAGE OF MOUNT HOREB
UTILITY COMMISSION MEETING MINUTES
May 10, 2016**

The Mount Horeb Utility Commission met in regular session in the boardroom of the Municipal Building, 138 E. Main Street, Mount Horeb, WI.

Call to Order/Roll Call: Chairman Temby called the meeting to order at 7:00pm. Present were Scott, Glover, and Fargo. McNall, Czyzewski, and Lyle were absent. Village Administrator Nic Owen, Electric & Water Supervisor Dave Herfel, Wastewater Superintendent John Klein, and Finance Director/Treasurer Cheryl Sutter were also present.

Minutes: Glover moved, Scott seconded to approve the minutes of the April 12, 2016 meeting, carried by voice vote.

Voucher and bank account information: The voucher check report and bank account information were reviewed. Fargo moved, Scott seconded to approve the vouchers and bank account information as presented, carried by voice vote.

Consider utility policy on customer leaks: The proposed policy was reviewed. There was a discussion on how to calculate the reduction for the excess water usage. There was also discussion on the calculation for the sewer portion of the utility bill for water that went through the sewer. It was decided to reduce the water rate by 5% and the sewer rate by 30% for the excess water that went through the sewer lateral. If the evidence shows the water did not go through the sewer lateral, the reduction would be at the full sewer rate in effect. Glover moved, Fargo seconded to approve the excess water usage policy as amended, carried by voice vote.

Consider utility bill refund request: Charlie Steinhauer reviewed his request for a utility refund for excess water usage for his property at 212 S 8th Street. It was decided it would be best to follow the policy just approved on the agenda since there was no policy previously in use. Glover moved, Scott seconded to credit for the excess water usage at 95% of the water rate currently in effect and to credit the entire sewer charges for the excess water usage, carried by voice vote.

Electric/Water Superintendent Report: Herfel reviewed his monthly report.

Wastewater Superintendent Report: Klein reviewed his monthly report.

Adjournment: There being no further business before the Commission, Scott moved, Fargo seconded to adjourn the meeting at 7:54pm, carried by voice vote.

Minutes by Cheryl J Sutter, Finance Director/Treasurer