

TOWN OF CLAYTON
Sanitary District #1 Commission
Meeting Minutes
Wednesday, March 17, 2021 at 6:30 p.m.
Town Meeting Room, 8348 County Road T, Larsen, WI 54947

I. Call to Order:

A. Notice Verification, Roll

1. Meeting called to order at 6:30 p.m.
2. Pledge of Allegiance
3. Verification of Notice
4. Roll

a. Board of Commissioners

Chair Geise	PRESENT
Commissioner Lettau	PRESENT via Zoom
Commissioner Grundman	PRESENT
Commissioner Wisnefske	PRESENT
Commissioner Reif	PRESENT

b. Staff

Administrator Straw	PRESENT
Clerk Stevens	PRESENT
Treasurer Schiessl	PRESENT
Engineer Hamblin	PRESENT

II. Public Hearing(s) and/or Public Information Meeting(s):

A. No Public Hearings

III. Approval of Minutes:

- A. Approval of the Minutes of the Friday, October 30, 2020 Sanitary District #1 Meeting.
- B. Approval of the Minutes of the Wednesday, February 03, 2021 Sanitary District #1 Meeting.

MOTION:

Motion by unanimous consent to approve the October 30, 2020 and the February 3, 2021 Sanitary District #1 Meeting Minutes as presented

IV. Business:

- A. Discussion/Action: Sanitary District Commission review and consideration of the Sewer and Water Funding Study prepared by Trilogy Consulting, LLC, Oconomowoc, WI 53066.

The Commission reviewed a copy of the Sewer and Water Funding Study prepared by Trilogy Consulting. With the complexity of the financing for the sewer infrastructure, Attorney Kobza recommended Christy DeMaster of Trilogy Consulting to prepare the funding study for the Town.

Christy DeMaster had presented the study to the Town Board and recommended a fee structure for Board adoption. However, given that the Sanitary District Commission has

charge of all district affairs per Wis. St. Stat. 66.77 (1), Administrator Straw requested the Commission approve the Sewer and Water Funding Study as well. Christy DeMaster, Trilogy Consulting, LLC joined the meeting to answer any questions and to explain the rates as presented.

- Administrator Straw stated the engineer had requested clarification of the two different amounts used for gallons per day usage in the calculation processes.
- Ms. DeMaster explained the following
 - 110 gallons/day is the average day use for a residential customer and it is used to calculate average flow per day
 - 270 gallons/day is the peak day usage which is used to determine peak flow which in turn is used to calculate the facility charges.

MOTION:

Motion by unanimous consent to adopt the Sewer and Water Funding Study prepared by Trilogy Consulting, LLC and direct staff to continue to work with Trilogy to adopt the necessary ordinances and fee schedule.

- B. Discussion/Action: Sanitary District Commission review and consideration of Clayton Sanitary District #1 Resolution 2021-002 A Resolution Adopting a Schedule of Sewerage Service Charges for Sanitary Sewer Service for the Town of Clayton Sanitary District #1.

The Commission reviewed a copy of Resolution 2021-002 A Resolution Adopting a Schedule of Sewerage Service Charges for Sanitary Sewer Service for the Town of Clayton Sanitary District #1. The rates in this Resolution reflect the sewer charges explained in the Sewer and Water Funding Study.

MOTION:

Motion by Commissioner Grundman
Second by Commissioner Wisnepske

Motion to approve Resolution 2021-002 A Resolution Adopting a Schedule of Sewerage Service Charges for Sanitary Sewer Service for the Town of Clayton Sanitary District #1 and direct staff to post the charges on the Town’s website.

ROLL CALL VOTE:

Commissioner Grundman	Aye
Commissioner Wisnepske	Aye
Commissioner Lettau	Aye
Chair Geise	Aye
Commissioner Reif	Aye

Motion carried unanimously

- V. Adjournment:

MOTION:

Motion made by unanimous consent to Adjourn at 6:40 p.m.

Respectfully submitted, Holly Stevens, Clerk