

**Village of Germantown Hills**  
**Sewer Committee Meeting Minutes**

**October 26, 2017 5:00 p.m.**

1. **Call to Order/Roll Call/Minutes Approval**-Brian Wysocki called the meeting to order at 5:00 p.m. and roll call was taken.

<b>Village President/Trustees</b>	<b>Roll Call</b>	<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>
Brian Wysocki – Chair	Present	Y	Y		
Mike Hinrichsen – Village President	Present	Y	Y		
Julia Miller	Present	Y	Y		
Jim O’Laughlin	Present	Y	Y		
Marty Clinch	Present	Y	Y		

Also, Present:  
 Rich Brecklin, Superintendent of Public Works

- a. **September 11, 2017 Meeting Minutes**-A motion was made by Mike Hinrichsen to approve the September 11, 2017 sewer committee meeting minutes. The motion was seconded by Marty Clinch. **Motion passed #1.** (These minutes were already approved previously)

2. **Discussion and recommendation to the Village Board on the policy, procedures, door hangers and implementation date of the new policy in regards to the grinder pump systems**

Brian Wysocki discussed the proposed door hanger. A couple of changes were recommended.

Amy Pace arrived at 5:06 p.m.

Ann Sasso explained the employees would still complete a pm form but the door hanger would highlight areas for the homeowner to be aware of.

The grinder pump information was discussed. Brian Wysocki noted a couple of the changes that were made. One was the addition to let residents know that if the area by the pump and control box are not clear the repair will not be made until it is. Rich Brecklin noted if there is a bonified emergency they may have to clear it but in most cases, they will require the homeowner to do it. Ann Sasso noted a second letter will go out to the homeowners with the updated information. Most of the residents that attended the meetings were concerned with being able to talk to a person when there is an issue.

3. **Discussion and recommendation to the Village Board on an Ordinance amending the service charges for grinder pump misuse**

Brian Wysocki explained when he, Rich Brecklin, and Mike Hinrichsen met they also looked at the service charges and felt they were too lenient.

Ann Sasso noted she had just learned from the attorney that the service charges need to be set up to justify the amounts. The committee discussed and agreed that Rich could justify the service charge amounts.

Brian Wysocki noted there have been two separate meetings with residents in order to get their input. He had met with Rich Brecklin and Mike Hinrichsen to come up with a solution that is good for everyone. The Village is proposing that an after-hour phone number will be available for a resident to contact the personnel on call at all times. After 5:00 p.m. and until 7:00 a.m. the employee will call the resident to discuss the issue and a determination will be made if it is something that can wait until morning. Rich Brecklin noted the employee's will have to have some discretion. Brian Wysocki stated the policy will go into effect January 1, 2018. The committee agreed the ordinance could be passed but not go into effect until January 1, 2018.

A motion was made by Mike Hinrichsen to recommend to the Village Board on the policy, procedures, door hangers and implementation date of the new policy in regards to the grinder pump systems. The motion was seconded by Jim O'Laughlin. **Motion passed #2.**

A motion was made by Marty Clinch recommend to the Village Board on an Ordinance amending the service charges for grinder pump misuse. The motion was seconded by Jim O'Laughlin. **Motion passed #3.**

#### **4. Discussion and recommendation to the Village Board on the sewer billing and payment plan policy**

Brian Wysocki noted the need to look at a more defined plan to help residents be able to pay on their bills. We currently set up payment plan options but we are looking at language to standardize the late payment plan procedures. We currently put liens on the properties for nonpayment.

Ann Sasso explained we do have some of our payment procedures in the code and now a proposed policy to consider. This is a preliminary discussion where we will want to put together what portion we want in the code and what portion will be an internal policy.

Brian Wysocki noted the need to not give too much leniency but have a clear procedure.

Jim O'Laughlin explained there are different situations that may warrant a need for some flexibility.

Mike Hinrichsen discussed the need to have some rules as it isn't fair to Cassandra to put her in a situation if there aren't clear guidelines.

Chuck Urban recommended looking at other utility companies to see how they offer some relief to their customers when needed.

Julia Miller recommended getting a list of organizations that might be able to help.

#### **5. Discussion on the collection system maintenance**

Rich Brecklin noted as a part of the EPA permit they have to do manhole inspections. They have come across some that are totally decaying. Rich has contacted Hoerr to come see what can be done. Some of the manholes may be able to be lined but one will need to be replaced.

Brian Wysocki noted there is a property that just recently hooked onto sewer. They have asked for some relief on the hook up fee as their expenses with an attorney and the acquisition of an easement were higher than expected.

Ann Sasso noted years ago an existing house hookup fee was \$250 in order to encourage people to annex and come one to sewer. The current sewer hookup fee is \$2,600. The committee was inclined to offer a payment plan but the hookup fee would remain at \$2,600.

6. **Adjournment**-A motion was made by Marty Clinch to adjourn the meeting at 6:26 p.m. The motion was seconded by Jim O'Laughlin. **Motion passed #4.**

Ann Sasso, Village Clerk