



VILLAGE OF WILLIAMS BAY

250 Williams Street | PO Box 580 | Williams Bay | WI | 53191 | williamsbay.org
Phone: 262-245-2700 | Fax: 262-245-2705

OFFICIAL MINUTES WATER AND SEWER COMMITTEE WEDNESDAY, MARCH 31, 2021 AT 5:00 PM VIA TELECONFERENCE

Call to Order

Meeting was called to order by Chairman Umans at 5:19pm

Roll Call

Trustees Umans, Parker and Vlach

Also Present: Trustee Wright, Interim Administrator Bretl, Treasurer Peternell, Public Works Director Edwards and Engineer Snyder.

Loch Vista Water Main Replacement Project

Umans stated that he spoke with the representative from Loch Vista to confirm that the Village will not be moving forward with the water main replacement project in 2021 but will propose to include \$800,000 in the 2022 budget for the project.

Auto billing quarterly water/sewer bills

Discussion was held regarding auto billing and auto payment options currently available to utility customers. Umans stated that the Village should offer monthly payment options to residents so that they can better manage their annual utility bills. Peternell stated that customers have always had the ability to make monthly payments by either mailing in a payment each month or setting monthly autopayments through Xpress Bill Pay. Further discussion was held regarding updating the Xpress Bill Pay flyer to promote this option.

Quarterly to Monthly billing water/sewer bills

Discussion was held regarding changing the frequency of billing from quarterly to monthly. Peternell stated that this would require additional staff to do billing, payment processing and readings. The Village would also need to include this change in the conventional water rate study. Vlach stated that he was not in favor of changing to monthly billing due to the additional manpower needed.

Application deadline August 1st for conventional water rate increase

Umans stated that he would like to have the application submitted to the PSC by August 1st.

Baker Tilly status - water rate study

Peternell stated that now that the 2021 water & sewer budget has been approved, Baker Tilly has all the information needed to complete their portion of the application process.

Taskforce for Application Water Rate Increase

Discussion was held that Umans and Peternell will work through the application process with the auditor and the PSC.

Adjourn

Parker/Vlach motion to adjourn at 5:55pm. Unanimously carried.

/s/ Lori Peternell, Village Treasurer

These are not official minutes until approved by the Water and Sewer Committee