



# UTILITIES COMMITTEE MEETING AGENDA

Tuesday, January 7, 2013 at 7:00 a.m.  
 Sister Bay Fire Station — Large Meeting Room  
 2258 Mill Road

For additional information check: [www.sisterbaywi.gov](http://www.sisterbaywi.gov)

*In order for everyone to hear the discussion please, turn off your cell phone. Thank you.*

## Call Meeting to Order

### Roll Call

1	Chair – Pat Duffy		2	Scott Baker	
3	Shane Solomon		4	Fred Anderson	
5	Peter Sauer		6	Frank Forkert	
	<i>Village Administrator – Zeke Jackson</i>			<i>Utility Manager – Steve Jacobson</i>	
	<i>Utility Supervisor – Mike Schell</i>			<i>Finance Director – Juliana Neuman</i>	
	<i>Utility Clerk – Martha Baker</i>			<i>Town Administrator – Bud Kalms</i>	

## Approval of the Agenda

## Approval of minutes as attached

## Comments and Correspondence

## Discussion Items

### 1. **Administrative related**

- Discussion on Wastewater Treatment Plant ownership issue.
- Discussion on e-Billing and on-line payment system implementation.
- Discussion on sludge handling planning and proposal from RE Lee.
- Capacity, Management, Operation and Maintenance Program requirements for written program for Sister Bay and Liberty Grove Utility District. (WPDES 2.4 permit requirements)
- Business Promotion Signage along Detour Route.

### 2. **Plant related**

- Monthly capacity report .

### 3. **System related**

- Canterbury Lane to Maple Drive status.
- Garot project status.
- Scandia Village Project status.
- Bay Shore Drive reconstruction status.

### 4. **Report from Utility Manager**

### 5. **Report from Utility District representative**

### 6. **Report from Town of Liberty Grove representative**

### 7. **Matters to be placed on a future agenda or referred to a Committee, Official or Employee**

## Adjournment

### Public Notice

Questions regarding the nature of the agenda items or more detail on the agenda items listed above scheduled to be considered by the governmental body listed above can be directed to Zeke Jackson, Village Administrator at 920-854-4118 or at [zeke.jackson@sisterbaywi.gov](mailto:zeke.jackson@sisterbaywi.gov). It is possible that members of and possibly a quorum of members of other governmental bodies of the municipality may be in attendance at the above-stated meeting to gather information; no action will be taken by any governmental body at the above-stated meeting other than the governmental body specifically referred to above in this notice. Upon reasonable notice, a good faith effort will be made to accommodate the needs of disabled individuals through sign language interpreters or other auxiliary aid at no cost to the individual to participate in public meetings. Due to the difficulty in finding interpreters, requests should be made as far in advance as possible preferably a minimum of 48 hours. For additional information or to request this service, contact the Sister Bay Village Administrator at 854-4118, (FAX) 854-9637, or by writing to the Village Administrator at the Village Administration Building, 2383 Maple Drive, PO Box 769, Sister Bay, WI 54234. Copies of reports and other supporting documentation are available for review at the Village Administration Building during operating hours. (8 a.m. – 4 p.m. weekdays).

I hereby certify that I have posted a copy of this agenda at the following locations:

- Administration Building       Library       Post Office

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 Name

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 Date