



**VILLAGE OF WAUSAUKEE
WATER & SEWER UTILITY COMMITTEE MEETING**

*(Committee members: *Mack McKim, Ray Gordon, and Kyle Stumbris)*

**TUESDAY, OCTOBER 25th, 2016
WAUSAUKEE VILLAGE HALL
428 HARRISON AVENUE**

6:00 PM

MINUTES

1. Call to Order – Chair Mack McKim called the meeting to order at 6:04 pm. Committee member Ray Gordon was in attendance. Also present were President Hilbert Radtke, Clerk Sara Pullen, and Ron Christ.
2. Approval of Agenda – Gordon made a motion seconded by Radtke to approve the agenda as printed. Motion carried.
3. Discussion – 2017 Budget Workshop – The Committee reviewed a proposed budget as prepared by Pullen. They will make the following recommendations to the Board at the November 16, 2016 regular meeting:
 - a. Transfer \$10,000 from the unused portion of the sewer repairs and maintenance budget and move it to ‘Capital Purchases: Hydrants’ to purchase 4 hydrants in 2016.
 - b. Adopt the 2017 proposed Water & Sewer Utility budget as presented in Exhibit A.
4. Adjourn – Gordon made a motion seconded by Radtke to adjourn the meeting at 7:10 pm. Motion carried.

Submitted by (SP)

**Wausaukee Water & Sewer Utility
 Profit & Loss Budget Overview
 January through December 2017**

EXHIBIT A

	<u>Sewer</u>	<u>Water</u>	<u>TOTAL</u>
	<u>Jan - Dec 17</u>	<u>Jan - Dec 17</u>	<u>Jan - Dec 17</u>
Ordinary Income/Expense			
Income			
INTERGOV. CHARGES FOR SERVICES			
Hydrant Rental Income		66,867.00	66,867.00
Total INTERGOV. CHARGES FOR SERVI...		66,867.00	66,867.00
INVESTMENT INCOME			
Interest Income	1,380.00		1,380.00
Total INVESTMENT INCOME	1,380.00		1,380.00
Miscellaneous Amortization		3,068.00	3,068.00
MISCELLANEOUS REVENUE			
Finance Charges	2,100.00	800.00	2,900.00
Rent		11,616.00	11,616.00
Total MISCELLANEOUS REVENUE	2,100.00	12,416.00	14,516.00
PUBLIC CHARGES FOR SERVICES			
Dumping Fees-Sewer Plant	5,000.00		5,000.00
Sewer	198,150.00		198,150.00
Water		88,000.00	88,000.00
Water - private fire protection		2,256.00	2,256.00
Total PUBLIC CHARGES FOR SERVICES	203,150.00	90,256.00	293,406.00
Total Income	206,630.00	172,607.00	379,237.00
Expense			
DEBT SERVICE			
State Trust Fund Loan	86,856.00		86,856.00
Rural Water Loan Payment		15,145.00	15,145.00
Total DEBT SERVICE	86,856.00	15,145.00	102,001.00
GENERAL GOVERNMENT			
Advertising & Notices Expenses	100.00	800.00	900.00
Education & Training	1,500.00	1,500.00	3,000.00
Gas for Vehicles & Equipment	1,300.00	900.00	2,200.00
Interest on Long Term Debt	15,353.00	3,155.00	18,508.00
Medical	125.00	125.00	250.00
Miscellaneous Expense	500.00	500.00	1,000.00
Postage, Mailing Service	450.00	850.00	1,300.00
PSC Assessment		190.00	190.00
Repairs & Maintenance	20,000.00	48,373.00	68,373.00
Safety Expenses	100.00	100.00	200.00
Sewer Wasting Expense	3,000.00		3,000.00
Supplies	6,000.00	4,000.00	10,000.00
Total GENERAL GOVERNMENT	48,428.00	60,493.00	108,921.00
INSURANCE			
Crime	75.00	75.00	150.00
Liability	2,600.00	2,600.00	5,200.00
Property	1,800.00	1,800.00	3,600.00
Workers Compensation	2,300.00	2,300.00	4,600.00
Total INSURANCE	6,775.00	6,775.00	13,550.00
PROFESSIONAL SERVICES			
Audit Fees	2,100.00	2,100.00	4,200.00
Contract Expenses	250.00	250.00	500.00
Dues & Association Fees	1,400.00	350.00	1,750.00
Legal Fees	500.00	500.00	1,000.00
Software / File Backup	400.00	400.00	800.00
Testing Services	1,500.00	1,500.00	3,000.00
Total PROFESSIONAL SERVICES	6,150.00	5,100.00	11,250.00

Wausaukee Water & Sewer Utility Profit & Loss Budget Overview January through December 2017

	Sewer	Water	TOTAL
	Jan - Dec 17	Jan - Dec 17	Jan - Dec 17
UTILITIES			
Electric & Heat	27,000.00	8,750.00	35,750.00
Propane	9,080.00	1,000.00	10,080.00
Telephone, Telecommunications	960.00	325.00	1,285.00
Total UTILITIES	37,040.00	10,075.00	47,115.00
PAYROLL EXPENSES			
Insurance - Employee Medical	2,520.00	2,520.00	5,040.00
FICA & Medicare Expense	3,260.00	1,465.00	4,725.00
Retirement Benefits	2,465.00	1,154.00	3,619.00
Total PAYROLL EXPENSES	8,245.00	5,139.00	13,384.00
WAGES			
Regular Hourly Rate	35,800.00	13,585.00	49,385.00
Holiday	840.00		840.00
Overtime	3,360.00	3,560.00	6,920.00
PTO	600.00		600.00
Trustees Salary	2,000.00	2,000.00	4,000.00
Total WAGES	42,600.00	19,145.00	61,745.00
Total Expense	236,094.00	121,872.00	357,966.00
Net Ordinary Income	-29,464.00	50,735.00	21,271.00
Other Income/Expense			
Other Expense			
Capital Purchases			
Wells		3,400.00	3,400.00
Curb Stops		3,200.00	3,200.00
Meters		10,900.00	10,900.00
Hydrants		10,000.00	10,000.00
Total Capital Purchases		27,500.00	27,500.00
Total Other Expense		27,500.00	27,500.00
Net Other Income		-27,500.00	-27,500.00
Net Income	-29,464.00	23,235.00	-6,229.00