

PABST FARMS JOINT STORMWATER DISTRICT

C/O 174 East Wisconsin Avenue, Oconomowoc, Wisconsin 53066
(262) 569-2175 (262) 569-3238 Fax

REGULAR COMMISSION MEETING

Wednesday, September 22, 2021 @ 5:00 p.m.

**At the Oconomowoc City Hall
174 East Wisconsin Avenue**

NOTICE: If a person with a disability requires that the meeting be accessible or that materials at the meeting be in an accessible format, call the City Clerk's office, (262) 569-2175, at least 48 hours in advance to request adequate accommodations.

1. Call to order, confirmation of meeting notification and roll call
2. **Public Hearing** - Proposed Pabst Farms Joint Stormwater District 2022 Budget

Regular Business

3. Approve minutes of August 18, 2021 regular meeting
4. Comments from Audience
5. Reports of Staff
6. Discussion and action on 2022 District budget
7. Discussion and action on 2021 District levy
8. Comments from Commissioners
9. Set meeting date for next meeting
10. Adjourn

Diane Coenen, City Clerk
City of Oconomowoc

"Members of other City or Village governmental bodies (boards, commissions, committees, council, etc) may attend the above noticed meeting of the Pabst Farms Joint Stormwater District in order to gather information. The only action to be taken at the above noticed meeting will be action by the Pabst Farms Joint Stormwater District."

NOTICE IS HEREBY GIVEN THAT A PUBLIC HEARING on the proposed 2022 Budget for the Pabst Farms Joint Stormwater Utility District serving parts of the City of Oconomowoc & Village of Summit will be held Wednesday, September 22nd at 5:00pm at Oconomowoc City Hall, 174 E Wisconsin Ave, Oconomowoc, WI 53066.

PROPOSED BUDGET 2022

REVENUES:	
Service Charges	\$28,000
Interest	150
Fund Balance Applied	<u>7,500</u>
TOTAL REVENUES	\$35,650

EXPENDITURES:	
Administrative	
Insurance	\$8,000
Professional Services	7,500
Administrative Services	150
Maintenance & Other	<u>20,000</u>
TOTAL EXPENDITURES	\$35,650

Administrative & inspection costs shall be divided equally by the number of parcels in the district. Maintenance & other expenses shall be divided by the total amount of runoff area in the district to determine the charge per sq ft of runoff area. Published under the Authority of the Pabst Farms Joint Stormwater Utility District. Diane Coenen, City Clerk.

Pabst Farms Joint Stormwater District Meeting Minutes
August 18, 2021

President Riley called the meeting to order at 5:00 pm.

Members present: Vice President Frye, Commissioner Niemann, Commissioner Nash, President Riley

Members absent: Commissioner Trebatoski

Others present: Paul McIlheran (RA Smith National) and Hannah Brasch and Tina Wallace (City of Oconomowoc)

2. **Approve Minutes of June 17, 2021 Meeting:** Motion by Frye to approve the minutes from the 6/17/21 meetings; second by Nash. Motion carried unanimously.

3. **Comments from Audience:** None.

4. **Discussion and action on Final Plan for Journey21:** Frye reported that there has been a change since the initial review. He stated the infiltration pond was supposed to go to the Community Facility to the north. They now want the pond to be part of the overall esthetics for their parcel. They are requesting 100% Private On-site infiltration with the emergency overflow path to go to the north swale. This is the final stormwater approval. Frye handed out a letter from Ruckert-Mielke stating they have reviewed and approve the plans.

Motion by Frye to approve the final stormwater plan for Journey21; second by Niemann. Motion carried 4-0.

5. **Reports of Staff:** None.

6. **Discussion and Action on 2022 Utility District budget preparation:** Brasch reported that the 2021 actual numbers are year to date. She stated for the 2021 budget there was \$23,000 budgeted for Service Charges and \$150 Interest. The Interest is lower. She stated the insurance paid was \$5,840 through July of 2021. She stated there was \$7,500 budgeted for Professional Services. This was to be used to get ordinances updated. It is at "0" now. Brasch stated there was \$150 budgeted for other administrative. She stated the \$15,000 was budgeted for Maintenance. She has received WI Lake & Pond invoices and she hasn't seen anything yet from MJS. She stated as of 2021 Pond F was deeded and taxes were paid. This might cause the District to be over budget. The Fund Balance shows a surplus of \$8,893. Commissioners discussed the \$7,500 for updating the City, Village and District regulations\ordinances which would come out of the fund balance, stormwater facilities inspection and notification program and the Maintenance budget. Commissioners agreed to have McIlheran do a review of the City, Village and District regulations\ordinances and update the district map. Brasch suggested increasing the Maintenance budget due to the increase in treatment. Riley suggested increasing Maintenance to \$20,000. Frye stated he would review the proposals for the pond water treatments and adjust the budget amount prior to the public hearing notice being sent. Nash said she would check into how much a liner is and report back. Commissioners agreed to leave the budget the same as last year, with a possible change based on Frye's review of the water treatment cost.

Regarding the pond maintenance notifications. Frye stated that the District doesn't have staff available for mailing of pond maintenance letters. He said that the La Belle lake management district uses a service for this type of work and will see what the cost is for this.

Motion by Nash to recommend the 2022 Utility District Budget as presented for a public hearing; second by Frye. Motion carried 4-0.

7. **Set public hearing date/time for the 2022 budget and September meeting at City Hall:** Commissioners agreed to hold a public hearing for the 2022 budget and September meeting on September 22, 2021 at 5:00 pm at Oconomowoc City Hall.

8. **Comments from Commissioners:** None.

Motion by Nash to adjourn at 5:30 pm; second by Niemann. Motion carried 4-0.

Tina Wallace
City of Oconomowoc Deputy Clerk