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**VILLAGE OF DANEWATER & SEWER COMMISSION MINUTES
MONDAY, NOVEMBER 1, 2021
Immediately Follow the Board of Trustees Meeting**

In Attendance: Chairperson Mary Lou Hyatt, Committee Members: Don Lord, Donald Postler, Nancy Lindow, and Jennifer Esser

Staff In Attendance: Shane Clapper, Director of Public Works, Chad Bevars, Public Works Operator, and Teresa Hughey Groves, Clerk Treasurer

1. Call to Order
Chairperson Hyatt called the meeting to order at 8:27 pm in the small room of the Dane Village Hall. A quorum of the Commission was present.
2. Agenda Confirmation
The agenda was confirmed as presented.
3. Minutes from Monday, October 4, 2021 Water Sewer Commission Meeting
Motion (Lord/Lindow) to approve the minutes from the Monday, October 4, 2021 as written. Motion carried
4. Old Business
 - a) 2022 Capital Project & 5-year Project Schedule
Discussion was held on 2022 Capital Projects and other projects that will need completed in the next 3-5 years for planning and budgeting purposes. No action taken.
5. New Business
 - a) Update & Addition of Cell Tower Equipment on Village Water Tower
A contract amendment from US Cellular to update equipment on the water tower was reviewed. Discussion followed. No action taken.
 - b) Review of 2021 Budget to Actual Expense
The Budget to Actual Expenses for Water and Sewer was reviewed. Water revenues are lower than expected, expenses are as expected. Clerk Hughey Groves will be working on a 2022 Water Sewer Proposed Budget for December’s meeting.
6. Agenda items for next meeting
No suggestions
7. Adjourn
Motion (Lindow/Postler) to adjourn. Motion carried. Meeting adjourned at 8:55 pm. These minutes have not been approved and are subject to change or correction without notice.

Respectfully Submitted by:
Teresa Hughey Groves
Clerk Treasurer

Approved:
Posted:
Posted at: Village Hall and Village Website- www.villageofdane.org