

**JULY 11, 2022 UTILITY COMMISSION MEETING MINUTES
CITY OF EDGERTON**

Aldersperson Candy Davis called the meeting to order at 5:30 p.m.

Present: Paul Davis, Candy Davis, Rick Petersen and Lawanna Schieldt

Excused: Jim Kapellen and Denise Langan

Others Present: Municipal Services Director Howard Moser and City Clerk Wendy Loveland.

Loveland confirmed the meeting agenda was properly posted on Friday July 8, 2022 at the Post Office, Edgerton Library, City Hall and the City's website.

MINUTES: A Paul Davis/Rick Petersen motion to approve the June 13, 2022 Utility Commission meeting minutes passed on a 4/0 roll call vote.

VOUCHERS PAYABLE: A Candy Davis/Paul Davis motion to approve vouchers payable in the amount of \$52,638.06 passed on a 4/0 roll call vote.

OVERPAYMENT REFUND POLICY: The Commission discussed policy surrounding overpayment refunds on active utility accounts. The City's current practice does not allow for refunds due to overpayment, however there is not a written policy in place.

The Commission considered Staff recommendations and agreed a written policy should be put in place. Staff will draft a written policy for the next meeting.

Being no other business before the Commission, a Paul Davis/Lawanna Schieldt motion to adjourn passed, all voted in favor.

Howard Moser/mjf
Municipal Services Director