

## MINUTES

**TOWN OF YORKVILLE  
SEWER UTILITY DISTRICT COMMISSION  
TOWN BOARD ROOM  
UNION GROVE MUNICIPAL CENTER  
THURSDAY, FEBRUARY 26, 2015**

### Call to Order

Sewer Utility District Commission President Peter Hansen called the meeting to order at 6:30 p.m.

### Roll Call

The following Sewer Utility District Commission members were present: Peter Hansen, Sherry Gruhn and Terrence McMahon. Thomas Johnson and Lawrence Robers were absent. Also present were Sewer Utility District Manager Gary Hanson and Clerk-Treasurer Michael McKinney.

### Approval of Minutes

***Motion (Gruhn, McMahon) to approve the January 29, 2015 Sewer Utility District Commission meeting minutes as submitted, Motion Carried (MC).***

### Approval of Sewer Utility District Financial Reports

***Motion (Gruhn, McMahon) to approve the January Sewer Utility District financial reports as submitted, MC.***

### Approval of Sewer Utility District Invoices

***Motion (McMahon, Gruhn) to approve Sewer Utility District invoices in the amount of \$30,587.68, MC.***

### New and Unfinished Business – Discussion and possible action on all of the following:

**Sewer service rate change and surcharge letter  
Zinc test results and/or zinc inspection and testing letter**

Hanson noted that the sewer service rate change and surcharge letter will notify sewer customers of recently approved rate changes and surcharges. He added that this letter will be sent along with each customer's sewer bill at the end of March. He stated that the zinc inspection and testing letter will be sent to all commercial sewer customers as soon as possible. He added that this letter notifies commercial sewer customers of upcoming testing designed to identify the source of elevated zinc levels in wastewater influent.

***Motion (McMahon, Gruhn) to approve the content of the sewer service rate change and surcharge letter as well as the zinc inspection and testing letter as submitted and to authorize their mailing, MC.***

## **AECOM's Wastewater Treatment Plant Capacity Analysis – Phase I update**

Hanson provided a map of proposed sewer utility service area boundaries to the Commission. He noted that the proposed service area would be expanded to include properties along Interstate 94 from Two Mile Road to Durand Avenue (STH 11). He stated that the wastewater treatment plant's existing flows, loadings and capacity are low enough to accommodate such an expansion. He added that this map would not change the boundaries of the sewer utility district, which requires more scrutiny than a change in the service area boundary. He noted that providing sewer service to these areas would require the construction of additional lift stations. The Commission requested that an AECOM representative be present at the next Commission meeting to discuss the proposed changes.

***Motion (Hansen, McMahon) to authorize the Sewer Utility District Manager to work with AECOM on updating the Sewer Utility District's service area boundaries for review at an upcoming Sewer Utility District Commission meeting, MC.***

## **Amendment #3 of the 2014 Sewer Utility Fund annual budget**

McKinney noted that a final amendment to the 2014 Sewer Utility Fund annual budget may be necessary as part of the audit process and requested that the Sewer Utility District Commission authorize the Yorkville Town Board to make the amendment to the budget without prior approval from the Commission.

***Motion (Hansen, McMahon) to authorize the Yorkville Town Board to make any final amendments to the Sewer Utility Fund annual budget as necessary, MC.***

## **Reports**

**Sewer Utility District Manager's Report** - Hanson reported to the Commission on the following:

- That the Wisconsin Department of Natural Resources will be conducting their sewer lab audit on March 10
- That he is working on the sewer utility's chloride reduction report, which is submitted to the Wisconsin Department of Natural Resources and is due on March 31
- That he is working on the sewer utility's zinc reduction report, which is submitted to the Wisconsin Department of Natural Resources. He added that he plans to request that the sewer utility's zinc testing requirement be eliminated
- That Short Elliott Hendrickson (SEH) is working on the sewer utility's phosphorus reduction report, which is submitted to the Wisconsin Department of Natural Resources and is due on March 31
- That he plans to test various chemicals this spring to see whether they are effective in removing phosphorus from wastewater influent
- That he met with Milwaukee School of Engineering (MSOE) representatives and the town's engineer to discuss the results of the MSOE student phosphorus reduction project presentations
- That The Expeditors will be working on manhole sealing
- That Reesman's Excavating and Grading will be working on measuring manholes for boot seals

**Engineer's Report** - The Engineer was not present to provide his report to the Commission.

**Clerk's Report** - McKinney noted that he had no information to report to the Commission.

**Other – Comments, questions and suggestions**

No comments, questions or suggestions were provided.

**Adjournment**

***Motion (McMahon, Gruhn) to adjourn, MC.*** The meeting was adjourned at 6:59 p.m. The next scheduled Sewer Utility District Commission meeting is Wednesday, March 18, 2015, at 6:30 p.m.

Michael McKinney  
*Clerk-Treasurer*