

MINUTES

VILLAGE OF YORKVILLE
SEWER AND WATER COMMISSION
VILLAGE BOARD ROOM
UNION GROVE MUNICIPAL CENTER
TUESDAY, SEPTEMBER 21, 2021

Call to Order

Sewer and Water Commission President Douglas Nelson called the meeting to order at 6:00 p.m.

Roll Call

The following Sewer and Water Commission members were present: Douglas Nelson, Steve Nelson and Daniel Maurice. Aaron Alby and Leo DeBrabander were absent. Also present were Sewer Utility District and Water Utility District Manager Gary Hanson, Attorney Tim Pruitt, Engineer Mark Madsen and Administrator/Clerk Michael McKinney.

Approval of Minutes

Motion (S. Nelson, Maurice) to approve the August 17, 2021 Sewer and Water Commission meeting minutes as presented, Motion Carried (MC).

Approval of Sewer Utility District Financial Reports

Motion (Maurice, S. Nelson) to approve the August Sewer Utility District financial reports as presented, MC.

Approval of Water Utility District Financial Reports

Motion (S. Nelson, Maurice) to approve the August Water Utility District financial reports as presented, MC.

Approval of Sewer Utility District Invoices

Motion (Maurice, S. Nelson) to approve Sewer Utility District invoices as presented in the amount of \$46,420.71, MC.

Approval of Water Utility District Invoices

Motion (S. Nelson, Maurice) to approve Water Utility District invoices as presented in the amount of \$15,094.67, MC.

New and Unfinished Business - Discussion and possible action on the following:

Sewer and water utility district boundary amendment request submitted by Brian and Janice Lilly for the parcel located at 2025 51st Drive (Parcel ID # 194-03-21-24-005-000)

McKinney stated that Brian Lilly informed him that he did not plan to pursue this request until more concrete development plans were made for this property.

Motion (S. Nelson, Maurice) to table this agenda item, MC.

Wastewater collection system expansion

Discussion focused on water and sanitary sewer utility infrastructure and street planning for the area between Grandview Business Park and 56th Road, including the following:

- Construction of a sanitary sewer lift station at the intersection of Leetsbir Road and South Sylvania Avenue (West Frontage Road) to serve customers along Leetsbir Road south to 56th Road
- Extension of gravity sanitary sewer service to the properties located at 2200 South Sylvania Avenue (West Frontage Road) and 2025 51st Drive
- Extension of water utility infrastructure south from West Grandview Parkway and along South Sylvania Avenue (West Frontage Road) to the south end of the property located at 2200 South Sylvania Avenue (West Frontage Road)
- Extension of the existing sanitary sewer force main south along South Sylvania Avenue (West Frontage Road) to Leetsbir Road, with no right of recovery when future customers connect to it
- Extension of West Grandview Parkway to the south to connect with the west end of Leetsbir Road and to the west to provide road access from the east to the property located at 2025 51st Drive
- Construction of a second lift station and sanitary sewer force main extension to serve customers south of 56th Road

No formal action was taken by the Commission on this agenda item.

Chapter 54 of the Village of Yorkville Code of Ordinances regarding Utilities

Discussion focused on the following:

- Existing ordinances requiring parcels in the water and sanitary sewer utility districts to connect to available water and sanitary sewer utility infrastructure
- Whether to create a waiver process for parcel owners who are otherwise required by ordinance to connect to water and sanitary sewer utility infrastructure
- Whether to prohibit the use of holding tanks by industrial and commercial customers within the sanitary sewer utility district or the sanitary sewer service area
- Whether a neighborhood plan should be established for properties included in the water and sanitary sewer utility service areas

No formal action was taken by the Commission on this agenda item.

Resolution 2021-33 A modified resolution declaring official intent to reimburse expenditures from proceeds of borrowing through the State of Wisconsin Environmental Improvement Fund

McKinney stated that this resolution will supersede a similar resolution approved in 2020, adding that the purpose of this modified resolution is to increase the amount the Village can borrow for the wastewater treatment plant improvement project.

Motion (Maurice, S. Nelson) to recommend adoption of Resolution 2021-33 as presented, MC.

Staab Construction Corporation pay request #1 for the 2021 Wastewater Treatment Facility Improvement project

McKinney stated that Short Elliott Hendrickson recommended payment of this request.

Motion (S. Nelson, Maurice) to approve payment of Pay Request #1 submitted by Staab Construction Corporation in the amount of \$85,927.50 for the 2021 Wastewater Treatment Facility Improvement project, with the condition that the Village Board first approve Resolution 2021-33 prior to payment, MC.

Staab Construction Corporation pay request #2 for the 2021 Wastewater Treatment Facility Improvement project

McKinney stated that Short Elliott Hendrickson recommended payment of this request.

Motion (Maurice, S. Nelson) to approve payment of Pay Request #2 submitted by Staab Construction Corporation in the amount of \$418,361.00 for the 2021 Wastewater Treatment Facility Improvement project, MC.

Wastewater treatment facility project change order update

McKinney stated that Staab Construction is looking into whether the material costs for the Morton building expansion project that was excluded from this project have dropped enough to justify reincluding it in the project.

No formal action was taken by the Commission on this agenda item.

Wastewater treatment plant improvement project interim funding options

McKinney provided information regarding several interim funding options for the wastewater treatment plant improvement project, including Community State Bank, Tri-City National Bank, and the Wisconsin Board of Commissioners of Public Lands. He stated that Tri-City National Bank offered the lowest interest rate of the three options investigated, adding that Tri-City has not provided him with an estimate of how much the closing costs would be for such funding. The Commission directed McKinney to obtain more information on the total borrowing costs for the financing options.

No formal action was taken by the Commission on this agenda item.

Wastewater treatment plant improvement project update

Hanson stated that the first influent pump station channel was poured.

No formal action was taken by the Commission on this agenda item.

Rescheduling the October 19, 2021 Sewer and Water Commission meeting

Motion (S. Nelson, Maurice) to reschedule the October 19, 2021 Sewer and Water Commission meeting to Tuesday, October 19, 2021, at 5:00 p.m., MC.

Reports

Engineer's Report: Madsen stated that his office is currently working on the annual commercial sewer user charge updates.

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

- That the utility passed its August whole effluent toxicity test
- That he has begun the utility's annual fall maintenance
- That he met with a commercial wastewater utility customer regarding that customer's chloride discharges
- That he and the Village's treasurer are working on the 2022 sewer utility budget
- That his sewer operator's license expires in 2023

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

- That he completed this quarter's water meter reading
- That he, McKinney, utility district counsel and Short Elliott Hendrickson representatives met to discuss the ongoing T-Mobile water tower cellular equipment lease negotiations
- That he and the Village's treasurer are working on the 2022 water utility budget
- That he will be on vacation in early October

Administrator/Clerk's Report - McKinney stated that quarterly sewer and water utility bills will be mailed at the end of the month.

Other - Comments, questions and suggestions

No public comments, questions or suggestions were provided.

New and Unfinished Business - Discussion and possible action on the following:

Closed Session: Sewer and water utility district employee succession planning

Motion (S. Nelson, Maurice) to enter into closed session at 8:02 p.m., pursuant to Wisconsin Statutes Section 19.85(1)(c)* to discuss sewer and water utility district employee succession planning. Roll Call - S. Nelson, Yes; D. Nelson, Yes; Maurice, Yes. Motion Carried.

The Commission met in closed session to discuss sewer and water utility district employee succession planning.

Motion (S. Nelson, Maurice) to return to open session at 8:26 p.m., MC.

Sewer and water utility district employee succession planning

No formal action was taken by the Commission on this agenda item.

Adjournment

Motion (S. Nelson, Maurice) to adjourn, MC. The meeting was adjourned at 8:26 p.m. The next scheduled Sewer and Water Commission meeting is on Tuesday, October 19, 2021, and will be held at the Sewer Utility treatment plant, 14100 Washington Avenue (STH 20), upon the conclusion of the 5:00 p.m. Sewer Utility District facility tour to be held at the same location.

Michael McKinney
Administrator/Clerk

* Wisconsin Statutes Section 19.85(1)(c) - Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility.