

MINUTES

VILLAGE OF YORKVILLE
JOINT SEWER AND WATER COMMISSION/VILLAGE BOARD
SEWER UTILITY TREATMENT PLANT
14100 WASHINGTON AVENUE (STH 20)
TUESDAY, OCTOBER 19, 2021

Call to Order

Sewer and Water Commission President Douglas Nelson called the meeting to order at approximately 5:45 p.m.

Roll Call

The following Sewer and Water Commission members were present: Douglas Nelson, Steve Nelson, Daniel Maurice, Aaron Alby and Leo DeBrabander. The following Village Board members were present: Douglas Nelson, Steve Nelson, Daniel Maurice and Cory Bartlett. Robert Funk was 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.

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

Wastewater treatment plant improvement project interim funding options/interfund transfers

McKinney stated that one option available for interim funding of the wastewater treatment plant improvement project is using existing fund balances from the Village's General Fund or Water Utility Fund to pay for project-related expenses until such time as those expenses require reimbursement from another interim funding source or until the Clean Water Fund loan is approved by the state.

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

Wastewater treatment plant improvement project debt service payment distribution

Discussion focused on whether to fund a portion of the wastewater treatment plant improvement project debt service with sewer user service charges and how not using sewer user service charge revenue in the debt service would impact the general obligation tax levy that would be necessary to cover the difference.

Motion (Alby, S. Nelson) to recommend adoption of the following wastewater treatment plant improvement project debt service payment distribution:

- ***40% tax incremental district increment***
- ***60% general obligation tax levy, Motion Carried (MC).***

Motion (Bartlett, S. Nelson) to accept the Sewer and Water Commission's recommendation and to adopt the following wastewater treatment plant improvement project debt service payment distribution:

- **40% tax incremental district increment**
- **60% general obligation tax levy, MC.**

Resolution 2021-38 Authorizing the borrowing of \$3,500,000.00; providing for the issuance and sale of a general obligation promissory note therefor; and levying a tax in connection therewith

McKinney stated that these funds would be borrowed from Community State Bank at an interest rate of 3.4% until the Clean Water Fund loan is approved by the state, adding that the existing fund balances of the Village's General Fund and Water Utility Fund would be used as an interim funding source to delay withdrawals from Community State Bank as long as possible.

Motion (S. Nelson, Alby) to adopt Resolution 2021-38 as presented, MC.

Motion (Maurice, S. Nelson) to adopt Resolution 2021-38 as presented, MC.

Sewer and Water Resolution 2021-02 Advancing funds to Yorkville Sewer Utility District #1 to provide interim financing for Yorkville Sanitary Sewer System Project #4470-03

McKinney stated that this resolution would authorize the use of the Water Utility Fund's existing fund balance to pay wastewater treatment plant improvement project-related expenses, adding that this would be a short-term advance with no interest charged to the sewer utility.

Motion (Alby, S. Nelson) to adopt Sewer and Water Resolution 2021-02 as presented, MC.

Resolution 2021-39 Advancing funds to Yorkville Sewer Utility District #1 to provide interim financing for Yorkville Sanitary Sewer System Project #4470-03

McKinney stated that this resolution would authorize the use of the Village's General Fund or Water Utility Fund existing fund balances to pay wastewater treatment plant improvement project-related expenses, adding that this would be a short-term advance with no interest charged to the sewer utility.

Motion (Bartlett, Maurice) to adopt Resolution 2021-39 as presented, MC.

Village Board Adjournment

Motion (Maurice, S. Nelson) to adjourn, MC. The meeting was adjourned at 6:10 p.m. The next scheduled Village Board meeting is Monday, November 8, 2021, at 6:00 p.m.

Engineer's Report

Madsen stated that he was contacted regarding proposed development plans for the parcel located at 2200 South Sylvania Avenue (West Frontage Road).

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

Approval of Minutes

Motion (S. Nelson, Alby) to approve the September 21, 2021 Sewer and Water Commission meeting minutes as presented, MC.

Approval of Sewer Utility District Financial Reports

Motion (Maurice, Alby) to approve the September Sewer Utility District financial reports as presented, MC.

Approval of Water Utility District Financial Reports

Motion (Alby, Maurice) to approve the September Water Utility District financial reports as presented, MC.

Approval of Sewer Utility District Invoices

Motion (S. Nelson, Maurice) to approve Sewer Utility District invoices as presented in the amount of \$149,956.58, MC.

Approval of Water Utility District Invoices

Motion (Maurice, S. Nelson) to approve Water Utility District invoices as presented in the amount of \$13,904.74, MC.

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

2022 Sewer Utility Fund annual budget

Hanson discussed the following line items contained within the proposed 2022 Sewer Utility Fund annual budget:

- Utility employee wages
- Wastewater treatment facility utility expenses
- Wastewater treatment facility equipment repairs
- Maintenance of the wastewater treatment facility's bar screen
- Wastewater infrastructure replacement planning
- Contributions to the utility's equipment replacement fund

Motion (S. Nelson, DeBrabander) to approve the 2022 Sewer Utility Fund annual budget as amended to eliminate any increase to the utility's sewer user service charges to fund any portion of the debt service for the wastewater treatment plant improvement project, MC.

2022 Water Utility Fund annual budget

Hanson discussed the following line items contained within the proposed 2022 Water Utility Fund annual budget:

- Utility employee wages
- Control system documentation expenditures

Motion (Alby, Maurice) to approve the 2022 Water Utility Fund annual budget as presented, MC.

Staab Construction Corporation pay request #3 for the 2021 wastewater treatment facility improvement project

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

Motion (Alby, S. Nelson) to approve payment of Pay Request #3 submitted by Staab Construction Corporation in the amount of \$507,577.40 for the 2021 Wastewater Treatment Facility Improvement project, MC.

Wastewater collection system planning/expansion

McKinney stated that the Village Board directed the Village's engineer at their meeting on September 27 to create a draft road system plan map of the area between the north intersection of South Sylvania Avenue (West Frontage Road) and Grandview Parkway south to 56th Road that includes the following:

- An extension of West Grandview Parkway to the south to connect with the west end of Leetsbir Road
- An extension of West Grandview Parkway to the west to provide road access from the east to the property located at 2025 51st Drive
- An extension of water utility infrastructure south from West Grandview Parkway to the west end of Leetsbir Road
- An extension of water utility infrastructure south along South Sylvania Avenue (West Frontage Road) to Leetsbir Road
- An extension of the existing sanitary sewer force main south along South Sylvania Avenue (West Frontage Road) to Leetsbir Road

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

Sprint short-term water tower cellular equipment lease extension

McKinney stated that the existing lease expired on July 30, adding that it was extended by the Commission and Village Board for a period of 90 days. He noted that no proposed written extension has been provided to the Village by Sprint.

Motion (Alby, Maurice) to do the following:

- ***To authorize an additional 45-day extension of the existing Sprint water tower cellular equipment lease (December 12, 2021)***
- ***To require Sprint to remove their cellular equipment from the water tower site within 10 days (December 22, 2021) of the end of this 45-day period if a new cellular***

equipment lease agreement or written extension of the existing cellular equipment lease are not signed, MC.

T-Mobile water tower site tour/modification request

Hanson stated that T-Mobile made a request to perform work inside the water tower, adding that he recommended that no work be permitted on any cellular equipment at the water tower site until such time as a new lease is signed with T-Mobile and Sprint.

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

Wastewater treatment plant improvement project change order update

McKinney stated that Staab Construction is working on several change orders for consideration by the Commission and Village Board.

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

Wastewater treatment plant improvement project update

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

Reports

Sewer Utility District Manager's Report - Hanson stated that he attended a wastewater treatment operator's conference in La Crosse, where he received an honorary member award.

Water Utility District Manager's Report - Hanson stated that he met with T-Mobile representatives at the water tower site regarding T-Mobile's proposed improvements there.

Administrator/Clerk's Report - McKinney stated that the Village received a rezoning request for the parcel located at 2025 51st Drive. He added that he met with Hanson, the Village's attorney and Short Elliott Hendrickson representatives regarding land acquisition for the water utility's proposed second well.

Other - Comments, questions and suggestions

No public comments, questions or suggestions were provided.

Adjournment

Motion (Alby, S. Nelson) to adjourn, MC. The meeting was adjourned at 7:19 p.m. The next scheduled Sewer and Water Commission meeting is on Tuesday, November 16, 2021, at 6:00 p.m.

Michael McKinney
Administrator/Clerk