



## Sewer and Water Commission

Union Grove Municipal Center 925 15th Avenue

Tuesday, February 28, 2023

### 1. CALL TO ORDER

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

### 2. Roll Call

President, Doug Nelson | Commission Members – Aaron Alby, Leo DeBrabander, Daniel Maurice, and Steve Nelson. Staff - Michael McKinney (Administrator/Clerk), Janine Carls (Deputy Clerk-Treasurer). Sewer & Water Utilities Management - Gary Hanson and Nick Carriker. Anita T. Gallucci (Atty. – via Zoom)

### 3. Approval of Minutes

*Motion (DeBrabander, S. Nelson) to approve the January 17, 2023, Sewer & Water Commission meeting minutes as presented, Motion Carried (MC).*

### 4. Approval of Sewer Utility District Financial Reports

*Motion (Maurice, Alby) to approve Sewer Utility District Financial Reports as presented, MC.*

### 5. Approval of Water Utility District Financial Reports

*Motion (S Nelson, Maurice) to approve Water Utility District Financial Reports as presented, MC.*

### 6. Approval of Sewer Utility District Invoices

*Motion (Maurice, S Nelson) to approve Water Utility District Invoices in the amount of **\$54,035.26**, MC.*

### 7. Approval of Water Utility District Invoices

*Motion (S Nelson, Alby) to approve Water Utility District Invoices in the amount of **\$23,572.18**, MC.*

### 8. New and Unfinished Business – Discussion and possible action on the following:

#### a. **Sprint/T-Mobile short-term water tower cellular equipment lease extension & T-Mobile water tower cellular equipment lease**

Anita Gallucci joined us via zoom to update us on the status of communications with T-Mobile agent, Michael Centers. T-Mobile and Spee-Dee have not reached an agreement on an easement. Discussed alternative ways for the Village to ensure easement access for current and/or future agreements.

*No action taken on this agenda item.*

#### b. **US Cellular water tower cellular equipment upgrade request**

Hanson stated that he is not comfortable with the request due to the amount of work proposed and noted that the additional equipment would increase the weight capacity on the tower from 67% to 81%.

*Motion (Maurice, S Nelson) to table the US Cellular upgrade request until further notice, MC.*

#### c. **VMC LLC Agreement for Professional Services – US Cellular water tower cellular equipment upgrade request**

*See agenda item “d” for action taken.*

#### d. **VMC LLC Agreement for Professional Services – On Call General Engineering Services**

Hanson stated that he was not comfortable moving forward on the solicitations from VMC and would like to seek other proposals before deciding on these services. He noted several other potential companies.

*Motion (S Nelson, Alby) to table agenda items “c” and “d” until additional proposals are available.*

#### e. **Wisconsin Department of Natural Resources wastewater treatment facility overflow report**

*Motion (Alby, Maurice) to note that the Wisconsin Department of Natural Resources wastewater treatment facility overflow report was received and reviewed, MC.*

**f. Altmeyer Electric wastewater treatment facility electrical work proposal**

Hanson and Carriker explained that the upgrade would address a missed receptacle that would be used for equipment that will remove clear water from the digester. It would also add needed lighting outside the plant. The cost is \$12,650.00.

*Motion (Alby, Maurice) to approve the Altmeyer Electric wastewater treatment facility electrical work proposal as presented, MC.*

**g. Surplus equipment sale**

Discussed options for selling unnecessary/unused equipment.

*Motion (Alby, DeBrabander) to authorize Hanson/Carriker to sell unnecessary equipment, MC.*

**h. Amendment #1 to the 2022 Sewer Utility Fund annual budget**

McKinney outlined \$142,000.00 in funds moving from Treatment Facility Construction to these accounts: Wages, Utilities, Equipment Repairs, Lab Testing, MDV Payments to County, and Professional Services.

*See agenda item "I" for action taken.*

**i. Amendment #1 to the 2022 Water Utility Fund annual budget**

McKinney stated that \$5,000.00 was to be moved from Valuation Study/Planning to Chemicals.

*Motion (S Nelson, Alby) to approve Amendment #1 to the 2022 Sewer Utility Fund annual budget and Amendment #1 to the 2022 Water Utility Fund annual budget as presented, MC.*

**j. Scheduling a wastewater treatment facility open house**

*Motion (S Nelson, Alby) to schedule the wastewater treatment facility open house for May 6, 2023, MC.*

**9. Reports**

**a. Engineer's Report | No report**

**b. Sewer Utility District Manager's Report**

Hanson stated that the power outage affected the lift stations resulting in two basement back-ups. He noted that Carriker worked hard to keep the lift stations operational via a portable generator and proposed further consideration of 2 permanent generators for each lift station. Hanson also proposed considering hiring a part-time staff person to provide additional backup for Carriker. Hanson stated that manhole mapping is still in progress. Hanson stated that he anticipates our annual (Phosphorus multi-discharger variance) payment to Washington County to be reduced by about ½ due to the new plant working more efficiently. Last year was \$18,000.00.

**c. Water Utility District Manager's Report**

Nothing of note.

**d. Administrator/Clerk's Report | No report**

**10. Public Comments, Questions, and Suggestions**

No Comments

**11. Adjournment**

*Motion (S Nelson, Maurice) to adjourn the meeting at 7:16 pm, MC. The next scheduled joint Village Board and Planning Commission meeting is Thursday, February 16, 2023, at 6:00 pm.*

Respectfully submitted,

Janine Carls

Village Deputy Clerk-Treasurer