



Sewer and Water Commission Meeting Minutes

Union Grove Municipal Center 925 15th Avenue

Tuesday, April 18, 2023

1. **CALL TO ORDER** - Douglas Nelson called the meeting to order at 6:00 pm.
2. **Roll Call** - President Doug Nelson | Commissioners – Aaron Alby, Leo DeBrabander, Daniel Maurice, and Steve Nelson | Janine Carls (Deputy Clerk-Treasurer) | Gary Hanson and Nick Carriker (Utilities Management)
3. **Approval of Minutes**
Motion (S Nelson, DeBrabander) to approve the March 21, 2023, Sewer & Water Commission meeting minutes as presented, Motion Carried (MC).
4. **Approval of Sewer Utility District Financial Reports**
Motion (Maurice, S Nelson) 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 (S Nelson, Maurice) to approve Sewer Utility District Invoices in the amount of \$40,818.87, MC.
7. **Approval of Water Utility District Invoices**
Motion (S Nelson, Alby) to approve Water Utility District Invoices in the amount of \$21,378.98, MC.
8. **New and Unfinished Business – Discussion and possible action on the following:**
 - a. **Staab Construction Corp. pay requests #19 and #20 (2021 wastewater treatment facility project)**
Hanson and Carriker stated that there are unresolved issues with instrumentation and recommended holding off on final payments until all is working as it should be.
Motion (Maurice, Alby) to table Staab Construction Corp. pay requests #19 and #20 for the 2021 wastewater treatment facility project until the May 16 meeting, MC.
9. **Reports**
 - a. **Engineer’s Report** | See Administrator/Clerk’s Report
 - b. **Sewer Utility District Manager’s Report**
Hanson stated that the electrical project associated with the digester has begun and may be completed within a week. Aqua-Aerobics has been on-site providing tech support and training to Carriker. The plant is functioning well, phosphorous levels are lower, and ammonia and nitrogen levels are often at non-detect.
 - c. **Water Utility District Manager’s Report**
Water meter reads were completed, and bills were sent out. Gate valve boxes were cleaned in Deer Haven. Hanson stated his concerns regarding Allesee Orthodontics parking lot deterioration stemming from hydrant flushing. Discussed moving the hydrant and other solutions to decrease wear on the parking lot.
 - d. **Administrator/Clerk’s Report**
Madsen is working on adding sewer and water overlays to the official map. Surveying is completed at the water tower site and plans are being worked on. Willkomm parking lot Conditional Use Permit Public Hearing set for May 8, 2023, at 6 p.m.
10. **Public Comments, Questions, and Suggestions** | No Comments
11. **Adjournment**
Motion (S Nelson, Alby) to adjourn the meeting at 6:29 pm., MC. The next scheduled Sewer and Water Commission Meeting is May 16, 2023, at 6:00 pm.

Respectfully submitted,

Janine Carls, Village Deputy Clerk-Treasurer