



Sewer and Water Commission Meeting Minutes

Union Grove Municipal Center 925 15th Avenue

Tuesday, May 16, 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 | Michael McKinney (Administrator Clerk) | Gary Hanson and Nick Carriker (Utilities Management) | Mark Madsen (Engineer), Chris Geary (Attorney).
3. **Approval of Minutes**
Motion (Alby, S. Nelson) to approve April 18, 2023, Sewer & Water Commission meeting minutes, Motion Carried (MC).
4. **Approval of Sewer Utility District Financial Reports**
Motion (S. Nelson, Maurice) to approve Sewer Utility District Financial Reports as presented, MC.
5. **Approval of Water Utility District Financial Reports**
Motion (Maurice, S. Nelson) 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 \$29,739.37, MC.
7. **Approval of Water Utility District Invoices**
Motion (Maurice, DeBrabander) to approve Water Utility District Invoices in the amount of \$16,364.03, MC.
8. **New and Unfinished Business – Discussion and possible action on the following:**
 - a. **Sewer Resolution 2023-01 Adopting the findings of the 2022 Yorkville Sewer Utility District’s Compliance Maintenance Annual Report**

Hanson stated that this report is done annually. We received a “D” for ammonia and an “F” for phosphorus up until December when the new plant had been online and fine-tuned. No violations since December. Staffing is adequate and required licenses are in place. Carriker continues to work towards obtaining licenses he will need to have before Hanson retires. Financial mgmt. previously required an annual contribution of \$3,000.00 to the replacement fund, which has increased to \$85,000 annually to cover improvements and repairs. Anticipated projects include \$150,000 in generator installations at two lift stations and upgraded electrical service. Hanson did not feel an energy audit was necessary. The overall grade was a B+.

Discussion as to how to cover the replacement fund increase in the 2024 budget, via rate increases and/or cost savings we expect to see now that the new plant is online and operating well.

Motion (S. Nelson, Alby) to adopt Resolution 2023-01 as presented, MC.
 - b. **Daniels Sharpsmart, Inc. Solid Waste Disposal, Storage or Treatment Permit application**

McKinney stated this annual application will be reviewed by Village Board/Plan Commission at the June 12th meeting and asked if there have been any concerns. Hanson stated that there have not been and noted that Daniels has made requests for increased capacity. Hanson is comfortable with entertaining the request if weekly testing over a trial period, at their expense, is acceptable. Discussion as to potential revenue generation and other factors to be considered before increasing capacity.

Motion (S. Nelson, Alby) to recommend Village Board approval of the Daniels Sharpsmart, Inc. Solid Waste Disposal, Storage or Treatment Permit application as presented, with no conditions, MC.
 - c. **Grandview Parkway paving project update**

Hanson and Carriker expressed concerns with the project/project manager related to manhole adjustments, gate valves, change order requests (that should be covered in the contract) as well as communication issues. Paving is continuing this Thu, Fri, and Monday.

Motion (Alby, S. Nelson) to authorize Hanson to work with the Village Engineer at his discretion to oversee/inspect the Grandview Parkway paving project, MC.

Further discussion on the terms of the contract. DOT is paying 80% and billing us for 20%. The special provision in the contract did include manhole adjustments and the village should not be charged.

Motion (S. Nelson, Alby) to direct McKinney to email the Grandview Parkway paving project manager stating that the contract for this project included the cost of manhole adjustment as needed and as such the Village will not pay for special charges/change orders already included in the contract, MC.

9. Reports

a. **Engineer's Report**

Madsen stated they plan to take water samples after Memorial Day and to show Carriker where and how so that he can do the same if anything is abnormal/as needed.

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

Hanson stated that a map has been given to the sewer cleaning crew of what needs to be televised/repared for them to work on when time is available.

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

Contacted firms for quotes on cleaning the inside of the water tower and inspecting the outside this year as required by our permit. Water meter reads are scheduled for June 15. Water meter repairs are scheduled for early July. DNR water audit to look at well and water tower scheduled for June 25th.

Discussion regarding the status of the final payment to Staab. Staab understands that we are withholding money pending corrections/work completion from Aqua-Aerobic and Hach and they are also pushing for work to be finished.

d. **Administrator/Clerk's Report**

Village Board/Plan Commission approved a Conditional Use for a vacant lot between the hotel and Route 20 for a truck parking facility development. One condition was for Madsen's firm to locate utilities on that parcel. Closing for the facility is May 17th.

10. Public Comments, Questions, and Suggestions | No Comments

11. New and Unfinished Business - Discussion and possible action on the following

- a. **Closed Session:** The Sewer and Water Commission may entertain a motion to go into CLOSED SESSION pursuant to Wisconsin Statutes Section 19.85(1)(e)* to discuss water tower site access land acquisition and issues related thereto

Motion (Maurice, Alby) to ENTER INTO CLOSED SESSION at 7:00 pm. Roll Call – Alby, Yes; Maurice, Yes; D. Nelson, Yes; S. Nelson, Yes; DeBrabander, Yes. Motion Carried.

Discussed water tower site access land acquisition and issues related thereto.

Motion (Alby, S. Nelson) to RECONVENE INTO OPEN SESSION at 7:35 pm, MC

- b. **The Sewer and Water Commission shall RECONVENE INTO OPEN SESSION** reserving the right to take action on the matters discussed in CLOSED SESSION and to move to the remaining meeting agenda as posted

No action was taken on this agenda item

12. Adjournment

Motion (Alby, Maurice) to adjourn the meeting at 7:35 pm., MC. The next scheduled Sewer and Water Commission meeting is June 20, 2023, at 6:00 pm.

Respectfully submitted,
Janine Carls, Village Deputy Clerk/Treasurer

* Wisconsin Statutes Section 19.85(1)(e) - Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session.