



Sewer and Water Commission Meeting Minutes

Union Grove Municipal Center 925 15th Avenue

Tuesday, July 18, 2023

1. **Call to Order** - Douglas Nelson called the meeting to order at 6:00 p.m.
2. **Roll Call** - President Doug Nelson | Commissioners – Aaron Alby, Leo DeBrabander, and Steve Nelson. Absent: Daniel Maurice. | Michael McKinney (Administrator/Clerk) and Janine Carls (Deputy Clerk-Treasurer) | Gary Hanson and Nick Carriker (Utilities Management) | Mark Madsen (Engineer) and Tim Pruitt (Attorney).
3. **Approval of Minutes**
Motion (S. Nelson, DeBrabander) to approve June 20, 2023, Sewer & Water Commission meeting minutes, Motion Carried (MC).
4. **Approval of Sewer Utility District Financial Reports**
Motion (S. Nelson, DeBrabander) to approve Sewer Utility District Financial Reports as presented, MC.
5. **Approval of Water Utility District Financial Reports**
Motion (Alby, S. Nelson) to approve Water Utility District Financial Reports as presented, MC.
6. **Approval of Sewer Utility District Invoices**
Motion (S. Nelson, DeBrabander) to approve Sewer Utility District Invoices in the amount of \$41,244.59, motion carried with Alby abstaining.
7. **Approval of Water Utility District Invoices**
Motion (S. Nelson, DeBrabander) to approve Water Utility District Invoices in the amount of \$39,324.49, motion carried with Alby abstaining.
8. **New and Unfinished Business – Discussion and possible action on the following:**
 - a. **Engineering design standard details and construction specifications**
Discussed draft and possible edits or additions.
No formal action taken on this agenda item.
 - b. **Water and wastewater utility infrastructure extension planning**
Discussed developing a standard plan that goes above and beyond the official map for potential developers to reference. Also discussed was Stericycle’s recent interest in connecting to our sewer and water plant and the steps and costs involved.
Motion (Alby, S. Nelson) to authorize Madsen’s office to put together cost estimates and specs for extending sewer and water to the Stericycle facility on Leetsbir Road, MC.
 - c. **Sprint water tower cellular equipment removal request**
Discussed lease termination status, site access for equipment removal, and asking for an equipment removal bond to ensure acceptable restoration of the tower. Carriker has been in contact with Sprint’s contractor for the removal project and will contact him to request specific plans for restoration.
Motion (Alby, S. Nelson) to table this agenda item until the next meeting pending Carriker’s follow-up with the contractor, MC.
 - d. **Wisconsin Department of Natural Resources bacteria disinfection requirement**
Hansen stated that our Wastewater Treatment Plant permit is up for renewal in 2024. The newly issued permit will require that we follow a compliance schedule over the next 5 years to put in a disinfection system required to be operational by 2029. Our new plant has plans and part of the infrastructure in place, but more construction will be needed.
No formal action was taken on this agenda item.
 - e. **Utility directional boring damage**

Discussed amending ROW permit requirements to require pre and/or post-work televising to ensure work performed did not compromise other infrastructures; requirements to be determined by the Village Board after review of applicable types of permit requests.

No formal action taken on this agenda item.

9. Reports

a. Engineer's Report

No items not already discussed within this agenda.

b. Sewer Utility District Manager's Report

Hansen reported on various matters including the 2024 permit renewal, a request to reduce the frequency of testing, upcoming inspections, and the completion of the new roof on the well house.

c. Water Utility District Manager's Report

Hanson reported DNR approval for the land transfer for the new well so we will have to begin working with Racine County to finalize, complete plans, and obtain bids with the goal to begin drilling in January. He also reported that a location had been chosen for the installation of a sampling manhole, they are researching other laboratory options. Municipal Well and Pump completed the well inspection; a report is forthcoming.

d. Administrator/Clerk's Report

McKinney reported that the water tower inspection cleaning should be completed within a week or two and provided an update on obtaining land for the water tower easement.

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

11. Adjournment

Motion (Alby, S. Nelson) to adjourn the meeting at 7:35 p.m., MC. The next scheduled Sewer and Water Commission Meeting is August 15, 2023, at 6:00 p.m.

Respectfully submitted,

Janine Carls, Village Deputy Clerk/Treasurer