



# Sewer and Water Commission Meeting Minutes

Union Grove Municipal Center 925 15th Avenue

Tuesday, November 21, 2023

1. **Call to Order** - Douglas Nelson called the meeting to order at 6:00 p.m.
2. **Roll Call** - President - Douglas Nelson | Commissioners - Aaron Alby, Leo DeBrabander, Daniel Maurice, and Steve Nelson | Michael McKinney (Administrator/Clerk) and Janine Carls (Deputy Clerk-Treasurer) | Gary Hanson and Nick Carriker (Utilities Management) | Mark Madsen (Engineer) and Chris Geary (Attorney)
3. **Consent Agenda - approval of:**
  - a. October 17, 2023, meeting minutes
  - b. Sewer Utility District financial reports
  - c. Water Utility District financial reports
  - d. Sewer Utility invoices in the amount of \$23,905.52
  - e. Water Utility invoices in the amount of \$30,826.12

*Motion (S. Nelson, DeBrabander) to approve the Consent Agenda as presented, Motion Carried (MC).*
4. **Business – Discussion and possible action on the following:**
  - a. **Engineering design standard details and construction specifications**

Hanson stated he had reviewed the draft and made recommendations to Houte, who had addressed them. Madsen is still working on standard details. Discussed timeline, emphasizing we will need before bids for the new well are accepted.

*No action was taken on this agenda item.*
  - b. **Short Elliott Hendrickson (SEH) remote lift station (Deer Haven and Evans Lane) improvement design and bidding phase engineering services supplemental letter agreement**

Hanson stated this was budgeted in 2024 and the goal is to have a completed design by summer and begin construction in the fall/winter of 2024. Many of the homes now have generators so the lift stations will need to keep running when the power is out.

*Motion (S. Nelson, DeBrabander) to approve the Short Elliott Hendrickson (SEH) remote lift station (Deer Haven and Evans Lane) improvement design and bidding phase engineering services supplemental letter agreement as presented, MC.*
  - c. **Water tower access construction bids**

Madsen stated that Wanasek Corporation submitted the lowest bid for this project.

*No action was taken on this agenda item.*
  - d. **Temporary Well #2 construction access**

Hanson stated that he has been in conversation with David at Spee-Dee regarding access and parking lot repair agreements. Discussed setting a dollar amount to contribute to Spee-Dee after the well construction is completed, taking into consideration Maden’s estimated cost for parking lot restoration.

*Motion (Alby, S. Nelson) to offer \$5,000.00 to Spee-Dee Packaging Machinery to cover the cost of the Well # 2 project post-construction parking lot restoration, MC.*
  - e. **Water tower cellular equipment lease**

Hanson stated that US Cellular would like to pay for a structural analysis to determine if the tower can handle desired equipment upgrades. The lease is due soon. McKinney sent them the Village requirements.

*No action was taken on this agenda item.*
  - f. **2024 Sewer Utility Fund annual budget update**

McKinney noted that due to the SEH agreement being approved, a shift of around \$90,000 is required. The draw from savings will go up to \$278,000 and the budget for professional services will go up to \$157,000.

*Motion (Alby, Maurice) to approve an amendment to the 2024 Sewer Utility Fund annual budget updating budget expenses and revenues to \$976,718.59, MC.*

**g. 2024 Water Utility Fund annual budget update**

McKinney stated there is a decrease of about \$14,000 in the Water Utility Fund budget due to outside services that will be completed in 2023 rather than in 2024.

*Motion (S. Nelson, Alby) to approve an amendment to the 2024 Water Utility Fund annual budget updating budget expenses and revenues to \$1,955,157.76, MC.*

**h. 2023 Wisconsin Wastewater Operators Association Conference presentation**

Hanson shared that Yorkville was featured at this conference with around 40 people in attendance, including himself and Carriker. The Yorkville Wastewater Treatment Plant project was well done, and this was a proud moment.

*No action was taken on this agenda item.*

**5. Reports**

**a. Engineer's Report**

Madsen intends to complete the updated mapping by the end of the year.

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

Hanson stated that they would be using a different carrier service, recommended by the lab, for wet tests as the last overnight sample was not delivered in time. He and Carriker will be reviewing the discharge permit application.

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

Hanson stated that bidding for well construction should start soon. The DNR approved drilling. He expects to hear from the PSC in a week or two. Hanson reported that Carriker is ready to take over on January 1<sup>st</sup>. Carriker stated that he completed the water licensing requirements for water utility management and passed the test. He has two tests left for wastewater management scheduled in December.

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

McKinney stated that Subway has submitted a Conditional Use Permit Application to add a vape store. The board will review the construction specifications at the November 27<sup>th</sup> meeting.

**6. Public Comments, Questions, and Suggestions | No Comments**

**7. 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)(g)\* to discuss the DuPont and 3M PFAS (Per- and Polyfluoroalkyl substances) class settlements for public water systems and strategies related to those settlements with legal counsel, and pursuant to Wisconsin Statutes Section 19.85(1)(e)\*\* to discuss the 1520 Grandview Parkway (Parcel ID # 194-03-21-13-029-016) property appraisal and issues related thereto

*Motion (S. Nelson, Maurice) to ENTER INTO CLOSED SESSION at 6:55 p.m. Roll Call - Alby, Yes; Maurice, Yes. D. Nelson, Yes. S. Nelson, Yes. DeBrabander, Yes. Motion Carried.*

Discussed strategies related to the DuPont and 3M PFAS class settlements with legal counsel. Discussed the 1520 Grandview Parkway property appraisal and issues related thereto.

- 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

*Motion (Alby, S. Nelson) to RECONVENE INTO OPEN SESSION at 7:25 p.m., MC.*

*Motion (Maurice, S. Nelson) to recommend opting out of the DuPont and 3M PFAS (Per- and Polyfluoroalkyl substances) class settlements for public water systems, MC.*

**8. Adjournment**

*Motion (Alby, Maurice) to adjourn the meeting at 7:26 p.m., MC.* The next scheduled Sewer and Water Commission meeting is December 19, 2023, at 6:00 p.m.



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Respectfully submitted,

Janine Carls, Village Deputy Clerk-Treasurer

\* Wisconsin Statutes Section 19.85(1)(g) - Conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved.

\*\* 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.