



Sewer and Water Commission Meeting Minutes

Union Grove Municipal Center, 925 15th Avenue

Tuesday, December 19, 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). Others present – Walt Lautner (Lansing Companies)
3. **Consent Agenda - approval of:**
 - a. November 21, 2023, meeting minutes
 - b. Sewer Utility District financial reports
 - c. Water Utility District financial reports
 - d. Sewer invoices in the amount of \$29,380.38
 - e. Water invoices in the amount of \$29,709.08

Motion (S. Nelson, Maurice) to approve the Consent Agenda as presented, Motion Carried (MC).
4. **Business – Discussion and possible action on the following:**
 - a. **3400 South Sylvania Avenue (West Frontage Road) and 14017 Durand Avenue (STH 11) sewer extension request**

Walt Lautner stated that tests to check the viability of a mini-treatment plant and mound system on this property did not pass. They have a very interested tenant, but sewer access is a must. Discussed potential expansion cost, timelines, requirements, plant capacity, and temporary holding tank usage. McKinney will obtain study cost and timeframe estimates from Short Elliott Hendrickson.

No action was taken on this agenda item.
 - b. **USCellular professional services reimbursement agreement**

McKinney stated that USCellular had requested changes to the standard reimbursement agreement related to 3rd party expense language, which the Village Attorney worked with them on to reach agreeable terms.

Motion (S. Nelson, Alby) to approve the USCellular professional services reimbursement agreement as revised by the Village Attorney and USCellular, MC.
 - c. **13931 Spring Street (CTH C) hydrant flushing**

Carriker stated that the maintenance supervisor at this property complained about the hydrant flushing impact on the parking lot. Carriker noted that the asphalt contractor had not properly backfilled the edge of the parking lot. Carriker has spoken to the owner who understands the hydrants must be flushed and has not requested any action from us.

No action was taken on this agenda item.
5. **Reports**
 - a. **Engineer’s Report** | No report
 - b. **Sewer Utility District Manager’s Report**

Hanson reported that the 4th quarter WET (Whole Effluent Toxicity) tests passed. Carriker will test again first quarter of 2024. Stericycle remains interested in working with us to expand sewer service to their location.
 - c. **Water Utility District Manager’s Report**

Hanson stated that as soon as PSC approval is granted, we are ready for bids. Hanson and Carriker addressed a bacterial test failure at Daniel Sharpsmart that appears to have been something in the internal plumbing; flushing and chlorine adjustments were made, and Daniel Sharpsmart was advised to consult an industrial hygienist. Hanson stated that T-Mobile has removed all equipment and all that is left is a drone inspection of the tower by Madsen’s office. Hanson noted that he will be officially retired on January 1st, 2024. D. Nelson thanked Hanson for his years of service.

d. Administrator/Clerk's Report

McKinney and Carriker briefly touched on a personnel issue. Water and sewer bills are going out. The land strip for the well site has been acquired.

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

7. Adjournment

Motion (S. Nelson, Alby) to adjourn the meeting at 7:29 p.m., MC. The next scheduled Sewer and Water Commission meeting is January 16, 2024, at 6:00 p.m.

Respectfully submitted,

Janine Carls, Village Deputy Clerk-Treasurer