



Sewer and Water Commission Meeting Minutes

Union Grove Municipal Center 925 15th Avenue

Tuesday, February 20, 2024

1. CALL TO ORDER - Douglas Nelson, called the meeting to order at 6:00 pm

2. Roll Call –

Commissioners	Administration	Others Present
Douglas Nelson, President Aaron Alby Dan Maurice Steve Nelson Leo DeBrabander	Michael McKinney, Administrator Janine Carls, Clerk Nick Carriker, Public Works Mgr.	

3. Consent Agenda - approval of:

- a. January 16, 2024, meeting minutes
- b. Sewer Utility District Financial Reports
- c. Water Utility District Financial Reports
- d. Sewer invoices in the amount of **\$52,825.08**
- e. Water invoices in the amount of **\$14,966.72**
- f. Amendment #1 to the 2023 Sewer Utility Fund annual budget.

Motion (Maurice, Alby) to approve the Consent Agenda items as presented, Motion Carried (MC).

4. Business – Discussion and possible action on the following:

a. Utility Employee Hiring

Carriker stated that he has found a person interested in the open position at the Wastewater Treatment Plant. The position is part-time consisting of 3 nights a week and every third weekend. Discussed starting wage with consideration that there are no benefits with the position.

Motion (S. Nelson, Alby) to approve Carriker offering the position to the candidate at a starting wage of \$25.00 per hour, MC.

b. Wastewater treatment plant snow and ice removal proposal

McKinney stated that the quote provided by Custom Views LLC for plowing the three sites (well house, road to water tower, and treatment plant) is \$400.00 each time. Discussion in agreement that this is a good rate considering the area covered.

Motion (Alby, S. Nelson) to approve the Custom Views LLC snow and ice removal proposal as presented, MC.

c. Fire Extinguisher and emergency lighting inspection proposal

Carriker stated that the Fire Department recently discovered an extinguisher with a tag from 1995 in the building by the water tower. He reached out to Belle City and Cintas for quotes on annual inspections. Only Cintas submitted a proposal. Discussed rates and necessity.

Motion (S. Nelson, Maurice) to approve the Cintas inspection proposal as presented, MC.

d. Clothing, rug, and restroom supply proposal

Carriker stated that he obtained a quote from Cintas for supplies, cleaning of mats, and for uniforms. He has to wash biomass off before he goes home each day. He also reasons that he visits local businesses often and that a uniform with the village logo would be more professional. The quote is \$3500/year. Discussed obtaining a quote for First Aid kits and an AED for the Wastewater Treatment Plant as well.

Motion (Alby, S. Nelson) to approve the Cintas proposal for mats, supplies, and uniforms as presented, MC.

5. Reports

- a. **Engineer’s Report** | No report
- b. **Sewer Utility District Manager’s Report**

Carriker stated that the grant application for the well was denied. SEH is working on resubmitting – a process that may take another 90 days. Carriker asked Municipal Well to come out and perform a health check on well #1 (previously on hold pending construction of the new well, prioritized due to the construction delay). Carriker stated he had informed Peter Eitel at the golf course of the delay. A valve box in Grandview Pkwy was damaged and Reesman will be out to repair it.

c. Water Utility District Manager’s Report

Carriker stated that the annual wet test came back with no toxicity detected.

d. Administrator/Clerk’s Report

McKinney stated that we have not heard back from Racine Metal Fab after answering questions they had asked of us. McKinney will follow up further and ask Geary to attend the next meeting. US Cellular should be submitting plans in April for upgrades to their equipment on our water tower. He also gave an update on well #2 stating that the original submissions went out on January 5th to the DNR and PSC with an expectation of a 60–90-day turnaround and potential construction start date in May. He will follow up with Dan Schaefer to inquire about an updated timeline.

6. Public Comments, Questions, and Suggestions |

7. Adjournment

Motion (S. Nelson, Alby) to adjourn the meeting at 6:32 p.m., MC. The next scheduled Sewer and Water Commission Meeting is March 19, 2024, at 6:00 pm.

Respectfully submitted,

Janine Carls, Village Deputy Clerk/Treasurer