



Sewer and Water Commission Meeting Minutes

Union Grove Municipal Center 925 15th Avenue

Tuesday, March 19, 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. February 20, 2024, Sewer and Water Commission, February 26, 2024, joint Village Board/Sewer and Water Commission, and March 11, 2024, joint Village Board/Sewer and Water Commission meeting minutes
 - b. Sewer Utility District Financial Reports
 - c. Water Utility District Financial Reports
 - d. Sewer invoices in the amount of **\$33,546.35**
 - e. Water invoices in the amount of **\$14,544.94**
- Motion (S. Nelson, Maurice) to approve the Consent Agenda items as presented, Motion Carried (MC).*

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

a. Citgo Auto Truck Plaza, 611 South Sylvania Avenue (West Frontage Road) water and sewer utility charge reduction request

McKinney stated that Robert Basil with Citgo had requested this reduction as the building is closed for repairs and the water has been shut off since January 15th. Discussed prorated water charges and reconnection fees as well as the minimum quarterly sewer charge.

Motion (Alby, S. Nelson) to charge Citgo prorated water fees for January 1st – 15th and as applicable following reconnection. To prorate the 1st quarter sewer charges and to charge a minimum quarterly fee of \$361.50 until service is restored. Upon reconnection, a prorated fee for the active quarter will be based on the previous active quarterly charge. Reconnection fees are to be charged according to the fee schedule. Motion Carried.

5. Reports

a. Engineer’s Report | No Report

McKinney provided an update on the SEH sewer expansion study.

b. Sewer Utility District Manager’s Report

Carriker reported a lift station outage on Evans Ln on March 5th likely caused by a power surge. All parts were on hand and power was restored the same day. One resident reported damage. Carriker is working with SEH on the new discharge permit application due April 4th. He has a scheduled call with SEH and WE Energies regarding the lift station upgrade project and anticipated challenges to supplying a second line at the time of switchover due to voltage differences. A Grandview hydrant broke during flushing requiring repair. Carriker reported odd holes in the newly paved Grandview Road that will require further investigation. The DNR asked for a 30-day extension on the application review process for the new well. SEH does not think this will affect the timeline.

c. Administrator/Clerk’s Report | No report

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

7. Adjournment

Motion (Alby, S. Nelson) to adjourn the meeting at 6:23 p.m., MC. The next scheduled Sewer and Water Commission Meeting is April 16, 2024, at 6:00 pm.

Respectfully submitted,
Janine Carls, Village Deputy Clerk/Treasurer