



Sewer and Water Commission Meeting Minutes

Union Grove Municipal Center 925 15th Avenue

Tuesday, October 15, 2024

1. **Doug Nelson called the meeting to order at 6:00 p.m.**

2. **Roll Call**

Commissioners	Administration
Doug Nelson	Michael McKinney, Administrator
Aaron Alby	Janine Carls, Clerk
Dan Maurice	Nick Carriker, Public Works Manager
Steve Nelson	Mark Madsen, Village Engineer
Leo DeBrabander	

3. **Consent Agenda - approval of:**

- a. September 17, 2024, Sewer and Water Commission meeting minutes
- b. Sewer Utility District financial reports
- c. Water Utility District financial reports
- d. Sewer Utility District invoices
- e. Water Utility District invoices

Motion (Maurice, S. Nelson) to approve all Consent Agenda items, Motion Carried (MC).

4. **Business - Discussion and possible action on the following:**

a. **Water tower access driveway project update**

Madsen provided an update from Wanasek who plans to get equipment on site and begin potholing Wednesday, October 16. He reviewed utility delays that had been resolved. Madsen anticipates the project being completed by the end of October. Discussed whether the walking trail path and restoration at Racine Metal Fab was satisfactory. General discussion on whether to retain access at the Spee Dee easement or to barricade in the future. Plowing for the new driveway will also need to be bid out and McKinney will check with company that plows collection site. No action taken on this agenda item.

b. **Engineer’s Report – report on activities and issues**

Madsen reported that there was not much going on in the utility district as of late. Discussed whether Madsen had gotten hydrant mapping to Carriker. No action taken on this agenda item.

c. **2025 Sewer Utility Fund annual budget**

Carriker stated he had received the service contract with Hach which had increased. There were PH probes that had not been working right, were not covered under the initial service contract, and are not needed at the plant. Removing these probes will reduce the service contract by \$3,600. Carriker reviewed wages and asked for a 3% increase for utility staff, noting that there is room in the budget to do so. Carriker worked with Stute on commercial sales revenue increases. Discussed possible benefits of hiring in-house lab staff vs. sending samples out. Discussed collaborating with Union Grove on certain items. McKinney noted that the lift station costs are included in the budget. Carriker stated that there is room for emergency expenses. He also noted that some capital expenses were moved into operating and maintenance due to minimum invoice structure for capital expenses.

Motion (Alby, S. Nelson), to approve the 2025 Sewer Utility Fund annual budget as presented, MC.

d. **2025 Water Utility Fund annual budget**

McKinney explained the property tax equivalent revenue that is essentially a payment in lieu of taxes. The maximum amount is set by the PSC and is \$47,000 this year. Carriker explained that the dollar amount set does not change current user charges but does increase water utility expenses which may impact future rate increases reviewed by the PSC. Discussed using these funds from the water utility

to the Village toward roads. McKinney went over items that the utilities reimburse the Village for. Discussed upcoming project costs such as the new well and lift stations.

Motion (Alby, Maurice) to approve the Water Utility Fund annual budget as presented, MC.

5. Reports

a. Public Works Manager's Report

Carriker stated that Municipal Well and Pump completed the inspection of Well #1 and noted a slight drop in efficiency. He stated that a staff member of the golf course had increased flows to the golf course negatively affecting the efficiency. Apparently, access had been given to golf course staff by previous Water Utility staff. The Commission gave a directive to have the locks changed and to send a letter to the golf course staff to return all keys. Carriker stated that Dick Milaeger is retiring from Municipal Well and Pump. Carriker is working on getting the warranty to cover a corroded electrical panel that serves the block heater. Pats cleaned all the wet wells to the lift stations and a transducer failed after that at the main station. The new one is a different design and better protected.

b. Administrator's Report

McKinney reported that Stericycle had not responded to information that had been sent to them regarding hooking up to sewer and water and he will reach out again. Durand Corners gave a verbal "yes" to update the agreement for sewer and water expansion but has not returned a written agreement.

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

7. Adjournment

Motion (Maurice, Alby) to adjourn the meeting at 7:34 pm, MC.

Respectfully submitted,
Janine Carls, Village Clerk

Sewer and Water Commission Meetings are normally held on the 3rd Tuesday of each month. Schedules and agendas are available at villageofyorkville.com.