



# Sewer and Water Commission Meeting Minutes

Union Grove Municipal Center 925 15th Avenue

Tuesday, November 19, 2024

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

2. Roll Call

Commissioners	Administration	Community/Other
Doug Nelson	Michael McKinney, Administrator	Jeff Mathis (SEH)
Aaron Alby	Janine Carls, Clerk	
Dan Maurice	Nick Carriker, Public Works Manager	
Steve Nelson		
Leo DeBrabander		

3. Consent Agenda - approval of:

- a. October 15, 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 the Consent Agenda items as presented, Motion Carried (MC).

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

a. **Bids for the Yorkville Sewer Utility District No. 1 lift station upgrade project**

Jeff Mathis from SEH stated that J. Miller Electric was the only bid submitted, coming in at \$307,984.00. Another company had indicated a probable amount should they submit a bid that was within \$2,000 of the J. Miller bid. He stated that the J. Miller bid was reasonable, and they do good work.

Motion (Alby, S. Nelson) to approve the J. Miller Electric bid, MC.

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

McKinney stated that Wanasek would not be able to get equipment to the site on November 20<sup>th</sup> as planned. Carriker stated that the concrete apron is installed, but the driveway is not usable yet. Discussed concerns with delays as the well drilling company may begin bringing in equipment soon. No action taken on this agenda item.

c. **Sewer and water utility snow and ice removal proposal**

McKinney stated that the rates have increased because the scope of the project is larger and more complicated. It includes the wastewater plant, water tower access drive, and road to the well house. Rates went from \$400/event to \$800/event and salting from \$100/event to \$500/event.

Motion (Alby, Maurice) to approve the water utility snow and ice removal proposal, MC.

d. **Short-term borrowing for the Yorkville Water Utility District No. 1 Well #2 drilling and construction project**

McKinney outlined plans to cover the expenses for the well project in three stages: 1. Use of Water Utility funds on hand (around \$750,000.00) 2. Non-revolving line of credit through Community State Bank. 3. At completion of the project, borrow long-term for pay off. Discussed what, if any, grants have been or could be applied for.

Motion (Maurice, S. Nelson) to approve short-term borrowing from Community State Bank, MC.

e. **Resolution 2024-33 Declaring official intent to reimburse expenditures from proceeds of borrowing**

McKinney stated that this resolution allows borrowing not to exceed \$2.6 million (this figure includes all anticipated expenses). McKinney noted it will likely be closer to \$1.3 million after using Water Utility

funds on hand for initial expenses. Discussed debt repayment fund sources (TID – 40% and Tax Levy 60%) and compared this to debt repayment structure for the Wastewater Treatment Plant.

Motion (S. Nelson, Alby) to approve Resolution 2024-33 as presented, MC.

**f. 2025 Sewer Utility Fund annual budget update**

McKinney explained a \$1600.00 increase to uniform expenses and decreases of \$1000.00 to chemicals and \$600.00 to office supplies. There was no change to overall revenues/expenses.

Motion (Alby, Maurice) to approve presented updates to the 2025 Sewer Utility Fund annual budget, MC.

**g. 2025 Water Utility Fund annual budget update**

McKinney explained updates that decreased both revenues and expenses by \$1600.00. The draw from savings revenue decreased by \$1600.00 and uniform expenses decreased by \$1600.00 (transferred to the Sewer Utility budget.)

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

**5. Reports**

**a. Engineer's Report | No Report**

**b. Public Works Manager's Report**

Carriker reported that all utility buildings have been rekeyed and he has made a list of those who have keys. The DNR accepted the lead service line inventory report (we have none.)

**c. Administrator's Report**

McKinney received an email from RCEDC regarding a party interested in developing a parcel on 51<sup>st</sup> DR into a commercial greenhouse use. This party is researching whether drilling a well is an option. Further research on zoning, public water connection options, and well drilling impact is necessary. The developer has considered another site in Yorkville as well.

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

**7. Adjournment**

Motion (Alby, DeBrabander) to adjourn the meeting at 6:54 p.m., MC.

Respectfully submitted,  
Janine Carls, Village Clerk

Sewer and Water Commission Meetings are normally held on the 3<sup>rd</sup> Tuesday of each month. Schedules and agendas are available at [villageofyorkville.com](http://villageofyorkville.com).