

MINUTES

TOWN OF YORKVILLE SEWER COMMISSION TOWN BOARD ROOM TUESDAY, OCTOBER 15, 2013

Call to Order

Clerk-Treasurer Michael McKinney called the meeting to order at 7:00 p.m. The Sewer Commission requested that Sewer Commission member Sherry Gruhn run the meeting in the Sewer Commission President's absence.

Roll Call

The following Sewer Commission members were present: Sherry Gruhn, Terrence McMahon and Thomas Johnson. Peter Hansen and Lawrence Robers were absent. Also present were Town Engineer Mark Madsen and Clerk-Treasurer Michael McKinney.

Approval of Minutes

Motion (McMahon, Johnson) to approve the September 17, 2013 Sewer Commission meeting minutes as submitted, Motion Carried (MC).

Financial Report

Motion (McMahon, Johnson) to approve the September Sewer Utility financial report as submitted, MC.

Approval of Invoices

Motion (Johnson, McMahon) to approve Sewer Utility invoices in the amount of \$19,916.54, MC.

Old Business – Discussion and possible action on all of the following

The 2014 Sewer Utility annual budget

McKinney noted that the Sewer Utility auditor recommended that the 2014 Sewer Utility budget include a depreciation expense of \$30,000.00.

Motion (McMahon, Johnson) to amend the approved 2014 Sewer Utility Budget to include a depreciation expense of \$30,000.00, as recommended by the Sewer Utility auditor, MC.

New Business – Discussion and possible action on all of the following

Correction of discrepancies on 2nd Quarter 2013 Commercial Sewer Utility Billing

McKinney noted that commercial Sewer Utility customers were underbilled by \$12,270.00 for the second quarter of 2013 as the result of an error in calculating their quarterly sewer

bills. He added that the error was corrected before bills were sent out to commercial customers for the third quarter.

Motion (McMahon, Johnson) to take no action on the underbilling identified on commercial Sewer Utility bills issued for the second quarter of 2013, MC.

Reports

Sewer Utility Manager's Report: Gruhn read the written Sewer Report provided by Sewer Utility Manager Gary Hanson in his absence.

Motion (McMahon, Johnson) to accept the Sewer Utility Manager's Report as submitted, MC.

Engineer's Report: Madsen discussed several items included in the Sewer Utility Manager's report, including the sewer testing recently conducted at the Racine County Highway Department and McClain Foods and the smoke testing to be conducted at the Racine County Highway Department grounds on November 2nd to help identify any cross-connections at the site.

Clerk's Report: McKinney noted that he mailed notices today to delinquent Sewer Utility customers informing them that their utility balances may be placed upon their property tax bills if they remain unpaid.

Other – Comments, questions and suggestions

No comments, questions or suggestions were provided.

Adjournment

Motion (Johnson, McMahon) to adjourn, MC. The meeting was adjourned at 7:13 p.m. The next scheduled Sewer Commission meeting is Tuesday, November 19, 2013, at 7:00 p.m.

Michael McKinney
Clerk-Treasurer