

MINUTES

**TOWN OF YORKVILLE
SEWER COMMISSION
TOWN BOARD ROOM
UNION GROVE MUNICIPAL CENTER
MONDAY, APRIL 21, 2014**

Call to Order

Sewer Commission President Peter Hansen called the meeting to order at 7:00 p.m.

Roll Call

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

Approval of Minutes

Motion (McMahon, Robers) to approve the March 18, 2014, Sewer Commission meeting minutes as submitted, Motion Carried (MC).

Financial Report

Motion (Robers, Gruhn) to approve the March Sewer Utility financial report as submitted, MC.

Approval of Sewer Utility Invoices

Hanson noted that the Starnet invoice was for adding new controls at both lift stations. He added that the invoice from The Expeditors was for televising and jetting the sanitary sewer system.

Motion (Gruhn, Johnson) to approve Sewer Utility invoices in the amount of \$60,161.56, MC.

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

2013 Sewer Utility audit

McKinney provided a summary of the 2013 Sewer Utility audit. He noted that there was a decrease in the Sewer Utility's fund balance, from \$485,512 on January 1, 2013, to \$342,207 on December 31, 2013, which was due primarily to revenues being lower than originally budgeted.

No formal action was taken by the Sewer Commission on this agenda item.

Sewer service rate change update

Hanson noted that he has been in contact with Michael Wilkomm about the proposed sewer rate changes. He added that he plans to have a finalized sewer rate structure ready for the Sewer Commission to review at their meeting in May.

No formal action was taken by the Sewer Commission on this agenda item.

Clinical Affiliation Agreement between the Milwaukee School of Engineering and the Yorkville Sewer Utility to provide practicum experiences for the students of the Milwaukee School of Engineering

Hanson noted that Tim Pruitt has reviewed this agreement and does not have any issues with the updated version, which will absolve the Sewer Utility of any insurance liability.

Motion (Gruhn, Johnson) to approve the Clinical Affiliation Agreement between the Milwaukee School of Engineering and the Yorkville Sewer Utility to provide practicum experiences for the students of the Milwaukee School of Engineering, MC.

Reports

Sewer Utility Manager's Report: Hanson provided his report to the Sewer Commission. He noted that the Sewer Utility passed all tests recently submitted to the Wisconsin State Lab of Hygiene (WSLH), except for the biochemical oxygen demand (BOD) test. He added that the BOD test is being resubmitted to the WSLH. He noted that he ordered a new dissolved oxygen meter to replace the existing meter, which is 35 years old, adding that the Wisconsin Department of Natural Resources has been pressuring utilities to upgrade their dissolved oxygen testing equipment. He informed the Commission that the recent televising work done by The Expeditors identified four leaking manholes and several leaking laterals, which the Sewer Utility is responsible for repairing. He added that new seals have been placed around five manholes and will be placed around five additional manholes. He noted that he ordered a second portable manhole sampler as a future replacement of the current sampler, which is at least 30 years old. He informed the Commission that he would not be able to participate in the Sewer Utility tour on May 10. The Sewer Commission agreed to reschedule the tour and the Sewer Utility Commission meeting to begin at 6:30 p.m. on Tuesday, May 20, 2014, at the Yorkville Sewer Utility Plant, 14100 Washington Avenue.

Engineer's Report: Madsen provided his report to the Sewer Commission. He noted that he spoke to the project leader for the I-94/STH 20 reconstruction project, who told him of plans to conduct directional boring near the I-94/STH 20 interchange.

Clerk's Report: McKinney provided his report to the Sewer Commission. He noted that he was notified today that the Travelodge Hotel and Captain's Cove Seafood Bar and Grill were both placed in receivership. He added that he plans to forward the water and sewer balances for those establishments to the receiver.

Other – Comments, questions and suggestions

Robers informed the Commission that he would be unable to attend any Sewer or Water Commission meetings for the next 3 months due to work obligations.

Adjournment

Motion (McMahon, Gruhn) to adjourn, MC. The meeting was adjourned at 7:26 p.m. The next scheduled Sewer Commission meeting is Tuesday, May 20, 2014, at 6:30 p.m., at the Yorkville Sewer Utility Plant, 14100 Washington Avenue. The Sewer Commission will also participate in a tour of the Sewer Utility's facilities that evening.

Michael McKinney
Clerk-Treasurer