

MINUTES

**TOWN OF YORKVILLE
SEWER UTILITY DISTRICT COMMISSION
TOWN BOARD ROOM
UNION GROVE MUNICIPAL CENTER
THURSDAY, JANUARY 29, 2015**

Call to Order

Sewer Utility District Commission President Peter Hansen called the meeting to order at 5:30 p.m.

Roll Call

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

Approval of Minutes

Motion (Gruhn, Johnson) to approve the December 16, 2014 Sewer Utility District Commission meeting minutes as submitted, Motion Carried (MC).

Approval of Financial Reports

Motion (Gruhn, Johnson) to approve the December Sewer Utility District financial reports as submitted, MC.

Approval of Sewer Utility District Invoices

Motion (Johnson, Gruhn) to approve Sewer Utility District invoices in the amount of \$17,525.60, MC.

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

Sewer Service Rate Changes

Hanson, Madsen and the Commission reviewed an updated list of proposed sewer charges for the Sewer Utility's commercial and residential customers. Madsen noted that the proposed charges are intended to provide sufficient revenues to satisfy the Sewer Utility's budgetary needs. He stated that the proposed charge for commercial customers with municipal water service would be based upon a rolling average of their 1st and 4th quarter water usage over the last five years. He added that this charge can be updated annually to reflect changes in water use. He noted that the charge for commercial customers with municipal water service would become \$13.35 per 1,000 gallons of water used. He stated that the charge for commercial customers without municipal water service and for all residential customers will continue to be based on a residential equivalency unit. He added

that the charge for commercial customers without municipal water service and for all residential customers will become \$165.00 per residential equivalency unit per quarter.

Hanson, Madsen and the Commission also discussed the use of surcharges for customers contributing high biochemical oxygen demand (BOD) and total suspended solids (TSS) loads into the system. Madsen noted that these surcharges would be based on this last two years of BOD and TSS data for each commercial customer. He added that these surcharges would be \$0.50 per pound for customers discharging wastewater with a concentration of biochemical oxygen demand in excess of 200 mg/l and \$0.50 per pound for customers discharging wastewater with a concentration of total suspended solids in excess of 250 mg/l. Hanson stated that the Sewer Utility would conduct BOD and TSS testing once per year per customer and added that customers could have a second annual test done at their expense. Discussion also focused on a possible timeline for implementation of this new sewer service charge system, with general consensus being that the new charges would take effect on July 1, 2015. Hanson stated that he would ask the Town's attorney to draft a letter to sewer customers regarding these changes.

Motion (Hansen, Johnson) to recommend that the Town Board adopt the following sewer service charges and surcharges for Sewer Utility District customers, to be billed on a quarterly basis and becoming effective on July 1, 2015: residential equivalency unit for residential and non-metered customers, \$55.00 per month (\$165.00 per quarter); volumetric charge for metered customers, \$13.35 per 1,000 gallons used; a surcharge of \$0.50 per pound for customers discharging wastewater with a concentration of biochemical oxygen demand in excess of 200 mg/l; a surcharge of \$0.50 per pound for customers discharging wastewater with a concentration of total suspended solids in excess of 250 mg/l, MC.

Recommendation on updates to Chapter 54 of the Town of Yorkville Code of Ordinances regarding sewer rates, surcharges and permissible discharges into the wastewater system

Hanson noted that these updates establish chloride limits and change phosphorus limits for wastewater discharge and create new language related to the sewer service charge and surcharge recommendations made by the Commission on the previous agenda item.

Motion (Gruhn, Johnson) to recommend that the Town Board approve the proposed updates to Chapter 54 of the Town of Yorkville Code of Ordinances regarding sewer rates, surcharges and permissible discharges into the wastewater system as submitted, MC.

Rescheduling the February 17, 2015 Sewer Utility District Commission meeting

McKinney noted that the Sewer Utility District Manager would be on vacation during the regularly scheduled Sewer Utility District Commission meeting.

Motion (Hansen, Johnson) to reschedule the February 17, 2015 Sewer Utility District Commission meeting to Thursday, February 26, 2015, at 6:30 p.m., MC.

Reports

Sewer Utility District Manager's Report - Hanson reported to the Commission on the following:

- That he spoke to an individual interested in opening a brewpub at the bar and restaurant property located at 904 South Sylvania Avenue. He noted that he addressed several concerns with this individual, including the high levels of total suspended solids, biochemical oxygen demand and phosphorus generated by such a use.
- That he is working on his annual phosphorus report submitted to the Wisconsin Department of Natural Resources
- Milwaukee School of Engineering (MSOE) student presentations on their phosphorus reduction projects, which will take place on the MSOE campus on Friday, February 13, 2015, beginning at 9:00 a.m.
- That he was contacted by Wisconsin Department of Natural Resources (DNR) staff regarding the sewer utility's non-compliance with reduced chloride limits established by the DNR
- That he met with AECOM regarding their wastewater treatment plant capacity analysis

Engineer's Report – Madsen noted that he had no information to report to the Commission.

Clerk's Report - McKinney noted that he had no information to report to the Commission.

Other – Comments, questions and suggestions

No comments, questions or suggestions were provided.

Adjournment

Motion (Johnson, Gruhn) to adjourn, MC. The meeting was adjourned at 6:10 p.m. The next scheduled Sewer Utility District Commission meeting is Thursday, February 26, 2015, at 6:30 p.m.

Michael McKinney
Clerk-Treasurer