

MINUTES

**TOWN OF YORKVILLE
SEWER UTILITY DISTRICT COMMISSION
TOWN BOARD ROOM
UNION GROVE MUNICIPAL CENTER
TUESDAY, OCTOBER 13, 2015**

Call to Order

Sewer Utility District Commission President Peter Hansen called the meeting to order at 7:07 p.m.

Roll Call

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

Approval of Minutes

Motion (McMahon, DeBrabander) to approve the September 22, 2015 Sewer Utility District Commission meeting minutes as presented, Motion Carried (MC).

Approval of Sewer Utility District Financial Reports

Motion (Hansen, McMahon) to approve the September Sewer Utility District financial reports as presented, MC.

Approval of Sewer Utility District Invoices

Motion (McMahon, DeBrabander) to approve Sewer Utility District invoices as presented in the amount of \$18,185.72, MC.

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

2016 Sewer Utility Fund annual budget

Hanson presented the 2016 annual budget to the Commission. He noted that much of the increase in this budget is going towards planning, legal and engineering services, and chemicals. He stated that he plans to continue standard maintenance at the treatment plant with no major projects. He noted that he plans to buy a bulk supply of a chemical used to treat phosphorus in effluent, adding that he would plan to have this chemical supply last two years. The Commission discussed proposed expenditures for lab testing and computer expenses. Hanson noted that the utility needs to conduct daily phosphorus testing. He added that he is budgeting for replacement of the sewer lab's computer system in 2016. The Commission reduced line item expenditures for employee wages and FICA expenses, laboratory testing, and equipment repair and maintenance. The Commission also proposed an across-the-board wage increase of two percent for all sewer utility employees.

Motion (McMahon, Hansen) to approve the 2016 Sewer Utility Fund annual budget as amended, MC.

Reports

Sewer Utility District Manager's Report - The Commission discussed the written report submitted by Hanson. Hanson stated that he would like authorization from the Commission to submit a notice to the Wisconsin Department of Natural Resources (DNR) indicating the sewer utility's interest in applying for DNR Clean Water Fund Program funding. The Commission authorized Hanson to submit this notice.

Motion (McMahon, DeBrabander) to accept and file the Sewer Utility District Manager's written report as presented, MC.

Engineer's Report - Madsen noted that he is working on revised sewer service user charges for 2016.

Clerk's Report - McKinney noted that delinquent sewer utility balance notices will be mailed this week. He added that there are seven delinquent sewer accounts with past due balances totaling \$3,720.79.

Other – Comments, questions and suggestions

No comments, questions or suggestions were provided.

Adjournment

Motion (McMahon, Hansen) to adjourn, MC. The meeting was adjourned at 7:28 p.m. The next scheduled Sewer Utility District Commission meeting is Tuesday, November 17, 2015, at 6:30 p.m.

Michael McKinney
Clerk-Treasurer