



# UTILITY COMMITTEE MEETING MINUTES

May 07, 2024 at 5:45 PM

Kronenwetter Municipal Center - 1582 Kronenwetter Drive Board Room (Lower Level)

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## 1. CALL MEETING TO ORDER

Chair Alex Vedvik called the meeting to order at 5:45 PM.

### A. Pledge of Allegiance

Those in attendance recited the Pledge of Allegiance.

### B. Roll Call

#### PRESENT

Craig Mortensen

Jim Buck

Alex Vedvik

Bob Peterson

Cindy Buchkowski-Hoffmann

#### STAFF PRESENT

Village Clerk; Bobbi Birk-LaBarge

Administrator Leonard Ludi

Finance Director Lisa Kerstner

#### SPECIAL GUEST

Robert Roth; Roth Professional Solutions

## 2. PUBLIC COMMENT

Please be advised per State Statute Section 19.84(2), information will be received from the public. It is the policy of this Village that Public Comment will take no longer than 15 minutes with a three-minute time period, per person, with time extension per the Chief Presiding Officer's discretion. Be further advised that there may be limited discussion on the information received, however, no action will be taken under public comments.

None

## 3. SPECIAL ORDERS

### C. Discussion and Action: Nominations for Election of Chairperson

Nominations for Alex Vedvik for Chairperson. No other nominations carried.

### D. Discussion and Action: Election of Chairperson

Motion made by Mortensen, seconded by Buchkowski-Hoffmann to re-elect Alex Vedvik as Chairperson.

Voting Yea: Mortensen, Buck, Vedvik, Peterson, Buchkowski-Hoffmann

Motion Carried 5:0 by voice vote

### E. Discussion and Action: Nominations for Election of Vice Chairperson

Nomination for Jim Buck to serve as Vice-Chairperson. No other nominations carried.

### F. Discussion and Action: Election of Vice Chairperson

Motion made by Vedvik, Seconded by Mortensen to re-elect Jim Buck to serve as Vice-Chairperson.

Voting Yea: Mortensen, Buck, Vedvik, Peterson, Buchkowski-Hoffmann

Motion carries 5:0 by voice vote.

#### **4. NEW BUSINESS**

##### **G. Discussion: UC Committee Duties and Responsibility**

Administrator Leonard Ludi explains the duties and responsibilities of members of the Utility Committee. An overview was presented regarding the duties and responsibilities of the committee. It was noted that this review takes place annually after the selection of the chairperson and vice chairperson. The primary responsibilities include advising the Village Board on water utilities, sewer utilities, broadband expansion, and stormwater management within the village. Specific committee duties were enumerated, emphasizing the importance of well-considered and researched recommendations.

##### **H. Discussion & Possible Action - Updated Alternate LS 8 and LS 4 Budget Concept**

Administrator Leonard Ludi explains this is the final stage of the project for the lift stations.

Administrator Ludi explains an alternative concept was passed on to RPS by Village Utility Operator Mark Mackey to save the village money. The committee discussed an alternative budget concept for Lift Stations 8 and 4. Robert Roth from RPS presented a new design that would likely save \$800,000 by bypassing LS 4 and pumping directly from LS 8 to LS 7. This design change was proposed to ease long-term maintenance and operational costs.

Motion made by Peterson, Seconded by Buck to recommend the new design and budget concept for LS 8 and LS 4 to the RDA.

Voting Yea: Mortensen, Buck, Vedvik, Peterson, Buchkowski-Hoffmann

Motion carries 5:0 by voice vote.

#### **5. APPROVAL OF MINUTES**

Motion made by Mortensen, seconded by Peterson to approve all sets of minutes as written.

Voting Yea: Mortensen, Buck, Vedvik, Peterson, Buchkowski-Hoffmann

Motion carried 5:0 by voice vote.

##### **I. 2024 01 02 Meeting Minutes**

Motion made by Mortensen, seconded by Peterson to approve the January 2024 minutes as written.

Voting Yea: Mortensen, Buck, Vedvik, Peterson, Buchkowski-Hoffmann

Motion carried 5:0 by voice vote.

##### **J. 2024 02 06 Meeting Minutes**

Motion made by Mortensen, Seconded by Peterson to approve the February 2024 minutes as written.

Voting Yea: Mortensen, Buck, Vedvik, Peterson, Buchkowski-Hoffmann

Motion carried 5:0 by voice vote.

##### **K. 2024 03 05 Meeting Minutes**

Motion made by Mortensen, Seconded by Peterson to approve the March 2024 minutes as written.

Voting Yea: Mortensen, Buck, Vedvik, Peterson, Buchkowski-Hoffmann

Motion carried 5:0 by voice vote.

#### **6. REPORTS AND DISCUSSIONS**

##### **L. Administrator's Status Report**

Administrator Leonard Ludi states his report in the packet is as of May 01, 2024. He submitted his resignation and May 17, 2024, will be his last day of employment for the village. Administrator Ludi provided a comprehensive status report that outlined impending projects and their current statuses. Notably: Water tank repairs to proceed in the Fall, approval and development process for Lift Stations 8 and 4, aiming for final plans by September, and development of capital projects like lift station controller upgrades and lift station 2 generator update. Ludi stated there are issues with well pump repairs extended to May 10 due to technical challenges. The village's Fire department has been informed of the status in case of emergencies. Committee members expressed their satisfaction with Administrator Ludi's job performance and extended their praises for Administrator Ludi's future endeavors.

**M. Treasurer's Report**

Finance Director Lisa Kerstner updated the committee about the ongoing financial audit and mentioned a delay due to software conversion. The PSC report has been extended. Revenue has reportedly stabilized, allowing for capital projects, with consistent audits helping streamline these activities. An email with financial details was sent to committee members, though it appeared not all members received it due to communication issues.

**7. CONSIDERATION OF ITEMS FOR FUTURE AGENDA**

It was suggested to include:

Updates on fire protection costs and their allocation between the sewer and water bills vs. property taxes.

Continue receiving updates on the various ongoing projects.

Adjusting the future meeting date from June 4, 2024.

**8. NEXT MEETING: JUNE 4, 2024 @ 5:45 PM**

The next utility committee meeting is scheduled for June 25, 2024 @ 5:45 PM.

**9. ADJOURNMENT**

Motion made by Buck, Seconded by Peterson to adjourn at 7:11 PM.

Voting Yea: Mortensen, Buck, Vedvik, Peterson, Buchkowski-Hoffmann

Motion carried 5:0 by voice vote.

Minutes Prepared by: Village Clerk Bobbi Birk-LaBarge

Minutes Approved on: June 25, 2024