VILLAGE UTILITY COMMISSION
MINUTES
Wednesday, September 30, 2026

1. **CALL TO ORDER at 4:00 pm**
   UTILITY ROLL CALL: A. BERENS-Present, B. BOHR-Present, M. TELFORD-Present, D. SEILER-Present, K. HANDRICK JR.-Absent

2. **PLEDGE OF ALLEGIANCE**

3. **RECOGNITION OF VISITORS**
   a. Virtual Meeting Guidelines
      i. This meeting will be recorded and available upon request
   b. Public Participation at Government Meetings
      In Person Attendance: Joey Knauf – Dvorak Sanitation

4. **APPROVAL OF AUGUST 26, 2026 UTILITY COMMISSION MEETING MINUTES**
   MOTION – Approve August 26, 2026 Utility Commission Minutes
   Motion made by Seiler second by Bohr. Motion passed by voice vote.

5. **REVIEW AND APPROVAL OF PAYMENT OF BILLS**
   Commission members questioned the following bill payments:
   Check 49826 – Menard Inc. – question on expense account
   MOTION – Approve Payment of Bills
   Motion made by Berens second by Telford. Motion passed by voice vote.

6. **PUBLIC UTILITY REPORT**
   - Water Department Daily Operations Update
   - Wastewater Department Daily Operations Update

   Director of Public works, Ken Bloom, updated the Commission of the daily operations of the Utility for the month of September. His full report can be found in the Agenda Packet. Clerk Lang gave the Commission members a quick overview of the new meter reading software that began implementation at the end of August.

7. **UNFINISHED BUSINESS**
   a. Update on Well #5
      Cherek stated after the initial rate case application was submitted, the PSC responded with an investigation into the 3rd St reconstruction of the water main saying the Village never got authorization from the PSC to do that project and a data request about bulk water sales and budget billing. Cherek, along with Ehlers, responded to the data request on September 30th. Test well drilling bid opening will happen on October 1st at 1pm.

   b. Update on Cure-In-Place-Piping Project
      The Utility along with Vierbicher revisited the sections thought to be past point of lining. After televising it was discovered there was no sag in the pipe, just roots that can be broken up meaning no need to dig the section on 2nd St. Sections of 2nd & 1st Streets and Maraview to Town Road will be added to the project. Cherek estimates a total of approximately $148,000 to be used for new additions leaving about $15,000 left in contingency when project is said and done.

   c. Update on 4th Street Lift Station
      Bloom noted Paul from William-Reid trimmed an impeller a ½" less than the impellor that was previously installed. They are working on coordinating a time for a William-Reid tech and Darrin Pope, the engineer from Vierbicher, to be onsite to install the new impeller.

   d. Discuss and Establish Hauled Holding Tank Waste Rates Resolution (Dvorak Sanitation)
      *Moved to After Item 5
      Cherek proposed to establish hauled holding tank waste rates at a certain percentage of the Residential, Commercial, Public Authority and Industrial waste water volume charge via resolution. He suggested a volume charge of 90%, equating to $18.72, affirming neighboring municipalities' rates range from $15.57

to $20.00 per 1,000 gallons. Knauf, the owner of Dvorak Sanitation, questioned the rates stating he does not utilize the distribution system (sewer mains, lift stations) like residents do therefore he feels the rate should be lower. Cherek estimates only about 5% of the sewer expenditures in the 2027 draft budget relate to the distribution system. Commission members questioned how much extra cost is incurred at the plant (electricity, chemicals, etc.) with treating the holding tank waste. They felt they cannot set a rate percentage without knowing those factors, however, felt as though $13.00/1,000 gallons is too low.
MOTION – Extend Pilot Program with Dvorak Sanitation at a Rate of $15.00 per 1,000 gallons as the Volume Charge for the 4th Quarter of 2026
Motion made by Berens second by Seiler. Motion passed by voice vote.

e. Discussion on Guidelines for Public Works Construction
Matt from Vierbicher Engineering revised the set of guidelines to state that water mains shall be ductile iron unless otherwise approved by the Commission in any future residential development. Commission members felt the guidelines fit the Utility's requirements and approve Cherek to publish on the Village website.

8. NEW BUSINESS

a. Discuss and Possible Action on Utilizing the Sewer Replacement Fund for Rotork Actuating Valve Repair on Aerobic Digester A
Bloom stated the need to repair the actuating valve on aerobic digester A and potential to utilize the Sewer Replacement Fund for the repair. Cherek believes that only the actual expense of part is allowed to be paid for out of Sewer Replacement Fund, not labor or related expenses. Amount of the part is around $250. Cherek decided it best to use the fund reserve and subtract that amount from the annual payment that gets transferred to the Fund Reserve for 2027.

b. Discuss Draft 2027 Utility Budget
Cherek shared draft 2027 budgets for both Waste Water and Water Utilities.
Key Waste Water points:
- Revenues for 2026 projected to end above budget.
- 2027 Interest could increase due to reallocation in the Village LGIP account. Currently all interest is allocated to the General Fund but with the PSC rate case interest distribution could shift to Utility and TID accounts.
- In previous years a large percentage of Administrator wages were placed on the TIDs. The draft 2027 Waste Water budget reflects a shift off the TID to the Waste Water reflecting an increase of 58% in Admin Waste Water wages.
- The MDV Phosphorus payment was removed from the expenditures as the Utility is no longer required to make that payment.
- Cherek budgeted holding tank waste revenues at $11,000 but could change depending on where the Commission sets rates at.
- Waste Water budget drafted to end with $8,118 from the reserves.

Key Water Budget points:
- PSC Conventional Rate Case study is projecting a 27.34% increase in water rates.
- Public Fire Protection revenue increases about 82% due to moving the charges off taxes and the General Fund all to the Utility bills.
- As with the Waste Water revenues, interest could increase in the Water budget with reallocation from General Fund.
- Water utility expense account increasing due to a shift of expenses from the supplies account.
- Approximately $12,000 from the meter and hydrant maintenance accounts are being shifted to a capital account for the new cellular meter upgrade project. Project will span 10 years to replace all 643 meters with a final cost of about $259,000, including contingency. Eters will have a 20-year battery over the current 10-year meters we utilize now.
- Cherek budgeted $120,000 for the Well 5 project for 2027 to pay for test well drilling. Bid opening is Thursday, October 1, 2026 so the $120,000 is just an estimate.
- Water budget is projecting to end with a surplus of $88,035

9. SCHEDULED MEETINGS

a. Regular Meeting: Wednesday, October 28, 2026 – 4:00 pm
b. Special Meetings as Needed

10. ADJOURNMENT at 6:44 pm

Motion to adjourn made by Telford second by Bohr. Motion passed by voice vote.

Cassie Lang
Village Clerk / Deputy Treasurer