



## OFFICIAL MINUTES OF A WATER AND SEWER BOARD MEETING:

Regular : Water and Sewer Board

Date and Time: Tuesday, March 11, 2021 at 7:00pm

Location: City Hall, 2000 N. Calhoun Road, Council Chambers

Members Present: Alderman Chris Blackburn-Chairman, Alderman Bill Carnell, Alderman Mike Jurken, Alderman Brad Blumer, and Alderwoman Jena Meza

Members Excused: N/A

Others Present: Director of Public Works Tom Grisa, City Engineer Jeffrey Chase, Administrative Assistant Carolyn Megal

### 1. Roll Call

Alderman Chris Blackburn noted a quorum present and called the Water and Sewer Board to order at 7:04pm.

### 2. Announcements

The next regularly scheduled meeting will be held on Tuesday, April 13<sup>th</sup>, 2021 at 7:00pm.

### 3. Minutes of the February 9, 2021 meeting

***Motion by Alderman Bill Carnell, second by Alderman Mike Jurken to approve the minutes of the February 9, 2021 Water and Sewer Board meeting. Motion carried 5-0.***

### 4. Unfinished Business

a) None

### 5. New Business

a) Public Hearing for the 2021 Water Main extension project.

Mary Jo Lange, 2385 Hillsdale Drive West, advised she has three questions. The first question is the computation regarding assessable cost to assessable footage. There seems to be a discrepancy regarding the non-assessable footage for the project. The assessment policy for corner lots is to divide two frontages in half. This is typical for most municipalities. The municipality picks up the cost for non-assessable path. That was not done. Also there are some locations where the water main needs to be extended across a property that has already been served. These footages should be included in the non-assessable cost. Based on her estimate of non-assessable footage comes to 4240 rather than 1824 feet. The non-assessable cost is absorbed by the municipality. Therefore using the city's computation formula, the front foot cost would be reduced to \$59.40 a front foot, not \$70.34 a front foot. On 100 foot lot that would save a property owner roughly \$1,100. The second question is regarding the Wilderness Way assessments which should be fair, equitable, and consistent. There are corner lots that are not treated the same as the rest of the corner lots. There is 100 foot minimum for

people who have 190 feet of frontage so she is not sure the assessment is consistent. Third, the interest rate on installment loans of 7% is high. A City cannot make money on a special assessment. They can only add 2% for administrative cost per state statute 67.07. If the City is borrowing money for the project and are paying interest of 3%, the total interest can only be 5%. She is requesting the finance people review this rate.

Mr. Chase will review the specifics of Ms. Lange's question. Corner lots are assessable but the calculation consists of the frontages of the two sides of the lot divided by two. The project has 2 condo projects and there are different components of cost. They both have existing water systems and a portion of these systems is going to be salvaged so they don't need to be fully constructed by the public. The methodology used to compute their assessment are consistent with the policy. The 7% interest rate has been discussed with the City Finance Director and he is comfortable with the manner in which the rate has been determined. The 7% has been used for 20 years. It is in compliance with state law per the City Attorney.

Julie Krier, 16900 Hidden Pond Ct stated the city advised them that they could use the existing well system. They were required to hire a professional engineer to fill out an 11 page document to verify the particulars of their pipes. He was paid \$7000. They were also required by the City to have hydrostatic pressure of the system tested which cost \$1300. She is requesting that in deciding the final assessment for the 8 houses that the City takes into consideration the amount already paid out and providing a credit for the pipes already in place, they have to hook up immediately, abandon the current wells and have a new fire hydrant installed.

Mr. Chase responded that the City is taking over an existing private water distribution system. The City has a consistent methodology for taking over these systems. They need to document their system, bring it up to public infrastructure standards, it is in the easement or right of way, and dedicate the system and easement interests to the City. At that point the City will own, maintain and operate the distribution system. Mr. Chase does not recommend providing credit for the cost. It is the burden of the owners of Hidden Pond Court to incur the costs associated with the transfer of the water distribution system. The individual property assessments on Hidden Pond Court are substantially lower than a typical single family residence. The homeowners were notified that their homes would need to be hooked up to City water prior to the inception of the original water distribution system.

Jim Hoehn, 16860 Hillsdale Dr., questioned how the 100 foot minimum is determined. His lot is 66 feet so he is required to pay almost a 1/3 more. Mr. Chase replied that the city has established a special assessment policy that includes a minimum frontage stipulation. This is due to the many different configurations of lots within the City.

Phil Ritter, 18880 Quail Hollow Dr. – stated he has a 4 family unit with 550 feet of frontage on a corner lot and is being assessed for the full frontage. He is requesting that the property qualify as corner lot. His water assessment is over \$40,000. Mr. Chase advised he will review the frontage.

Jody Kestly, 2425 Brook Springs Dr. – asked if she can shop around for a lower interest rate. Mr. Grisa said yes.

Alderman Blackburn confirmed City Staff will review the non-assessable information from Mary Jo Lange and review request from Mr. Ritter.

**Motion by Alderman Bill Carnell, second by Alderman Mike Jurken to close the public hearing for the 2021 Water Main extension project. Motion carried 5-0.**

b) Award of the 2021 Water Main Extension project.

**Motion by Alderman Bill Carnell, second by Alderman Mike Jurken to approve the award of the 2021 Water Main Extension project. Motion carried 5-0.**

c) Final resolution levying assessment against benefitted properties for the 2021 Water Main Extension project

**Motion by Alderman Bill Carnell, second by Alderman Mike Jurken to approve the final resolution levying assessment against benefitted properties for the 2021 Water Main Extension project. Motion carried 5-0.**

- d) Award of the engineering contract for the Replace/Relocate Waste Gas Burner project at the Fox River Water Pollution Control Center

Alderman Blackburn inquired why so few proposals were received for the project. Mr. Grisa responded that one consultant was concerned that they had not received any contracts lately and felt they may not be competitive on this project as well. Other consultants did not have the time or manpower for the project.

**Motion by Alderman Brad Blumer, second by Alderman Bill Carnell to approve the award of the engineering contract for the Replace/Relocate Waste Gas Burner project at the Fox River Water Pollution Control Center. Motion carried 5-0.**

- e) Perpetual water main easement for Petawa Residence and Cultural Center

Alderman Michael Jurken questioned the reason item number 15 of the easement document regarding the mortgage was crossed out. Mr. Chase will follow up with the City attorney regarding why this item is crossed off. Editor's note: the corrected copy was provided to the Council for approval.

**Motion by Alderwoman Jenna Meza, second by Alderman Brad Blumer to approve the perpetual water main easement for Petawa Residence and Cultural Center. Motion carried 5-0.**

## 6. Adjournment

***Motion by Alderman Mike Jurken second by Alderman Bill Carnell to adjourn the meeting at 7:45pm. Motion carried 5-0.***

Respectfully Submitted:  
Tom Grisa  
Director of Public Works