

Utility Commission Meeting
Monday, May 3, 2021
6:00 PM at Utility Office Building
Amended 6/7/2021 at 6:10pm

Members Present: Robert Affeld, Ross Canniff, Cheryl Braun, Dick Evans, Bart Coons, Nick Gahlman, Tim Gassner, and Mayor Wegener

Members Absent: none
Also Present: Laurie Runyan

The meeting was called to order at 6:00 PM and roll call was taken. Motion by Caniff /Braun to approve the agenda. Motion carried 5-0.

Motion by Braun /Coons to approve the amended minutes from the previous meeting. Motion carried 5-0.

Public Appearances/Comments:

- A. Jason Laue of MSA – presented conceptual layout of the S Hyland/ E Oak St project showing water mains and sanitary sewer lines. Widening the street to the standard 37’ will allow parking on both sides of the street. A public information meeting with residents is planned for the end of May.

Monthly Business:

- A. Motion by Caniff/Coons to approve payment of WPPI invoice of \$229,441.22, and checks of \$143,090.00. Motion carried 5-0.
- B. Review Prior Month Income Statement.
- C. Council Acts Affecting Utility. Resolution 1-2021 – Appointment to Committees
- D. Consumption and Loss.
- E. Review Totals of Delinquent Customers.

Reports of Officials:

- A. Utility Accountant.
 1. Suggested changing utility office hours to 7:30-4:00 due to more customer interactions prior to 8:00a.m. and less after 4:00p.m, and also would match the Electric Dept staff hours more closely. Motion by Evans/Coons to change office hours. Motion carried 5-0.
 2. Scholarships were reviewed and given to recipients #4 and #6.
 3. Request by Braun to have meeting packets emailed to commissioners prior to meeting.
- B. Electric Superintendent.
 1. Discuss and possibly approve the S Hyland project. Nick stated Jason of MSA is doing a good job during preliminary meeting with staff, he listened to suggestions and is organized. Will be There are 2 important poles in conflict with road construction and street lighting plans – they will be last to be removed. AT&T has agreed to join with us on going underground with overhead wire. MSA to survey where transformers need to be located. Temporary feeds will be put in place. Will get estimates on meter sockets and will be paid by utility. Mayor stated it had been put on record long ago that residential poles are to be 25’ as standard and 200’ spacing. Nick to verify lighting coverage area will be the same with 25’ pole instead of planned 30’ poles.
 2. Projects Update. Fixed street light fault in city park and added a breaker. Contacting Autopet Products often for project updates, waiting for their application for new service and will place order for transformer when received; vendor quoting 10-week delivery

time; Autopet will be paying the difference on cost of upgraded transformer size; planning to break ground end of May. Took down faulted capacitor outside the industrial substation. Tank on bucket truck burst, had repaired. Disconnects were done last week Weds. Posted part-time position ad at MEUW, Moraine Park, and will be in Watertown Daily Times this week. Suggested to post at Dodgeland School.

C. Water/Wastewater Superintendent.

1. Discuss and take action on Lift #2 Upgrade. Pump quotes and electrical estimates \$75,000. Still waiting for other quotes.
2. Projects Update. DNR reports submitted. Well #2 is online as of 3/25. Radium notices sent with monthly bill; sample taken recently and tested well below limit. HVAC system installed treatment plant, important to maintain temperature in lab. Annual system cleaning will be done in August. Sensient had a problem with their well and tapped into ours; remedied quickly; had discrepancy with Sensient's and our flow meters, had it checked and replaced flume, our data is accurate. New system for water meter replacements in place, receiving good response from residents. Discovered the splashpad would use approximately 50,000 gallons of water per day, they are now considering recycling system. Met with Tom Unke of Baker Tilly re: Sensient contract; waiting for Sensient return call to set meeting date. Have been instructing staff on handling emergency issues.

Utility President: Discussed wastewater dept shortfall and possible rate increase options; reviewed neighboring community charges. Mayor suggested increasing Industrial users to ease residential increases. Sensient contract meeting is priority and needs a deadline; escalator clause should be in contract for when contract expires; commission member to attend contract meeting; Cheryl requesting deadline dates for draft by Tom Unke and meeting done by end of May; Tim to follow up with Tom. Need to review commercial and industrial rates. Requested we email info to members as we get it instead of waiting until next meeting to distribute. Committee declined making donation to sheriff's dept request letter. Need to review Baker Tilly charges for Tom's work on Sensient contract.

Mayoral Comments: Reviewed article re: WI paid delinquent utility bills of investor-owned utilities, Nick will call WPPI to ask about municipalities.

Motion by Braun/Evans to adjourn into closed session at 8:24 PM as per §19.85 (1) (c) Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility. Braun – aye, Coons – aye, Evans – aye, Canniff – aye, Affeld – aye. Motion carried.

A. Discuss Wastewater wages.

Motion by Affeld/Coons to reconvene to open session at 9:00 PM as per §19.85 (2), and disclose findings if any. Braun – aye, Coons – aye, Evans – aye, Canniff – aye, Affeld – aye. Motion carried.

Motion by Affeld/Coons to award Peggy Schultz a \$.20/hr raise due to extenuating circumstances. Motion carried 3-2. Raise to take affect with beginning of next pay period. (Amended 6/7/21 at 6:10pm)

Old Business: NONE

New Business: NONE

Motion by Braun/Canniff to adjourn meeting at 9:03 PM. Motion carried 5-0.

Minutes recorded by:

Laurie Runyan