

**Utility Commission Meeting  
Monday, October 4, 2021  
6:00 PM at Utility Office Building**

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

Members Absent: none

Also Present: Peggy Schultz, Alex Smudde, Liz Condon

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

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

**Public Appearances/Comments:** None

**Monthly Business:**

- A. Motion by Braun/Evans to approve payment of WPPI invoice of \$401,618.36, checks of \$105,494.74 and vouchers of \$8,844.14. Motion carried 5-0.
- B. Review Prior Month Income Statement.
- C. Council Acts Affecting Utility.
  1. Resolution 46-2021: Resolution Authorizing Execution of the DNR Principal Forgiveness Financial Assistance Agreement
- D. Consumption and Loss.
- E. Review Totals of Delinquent Customers. October is the last month for disconnects before moratorium begins.

**Reports of Officials:**

- A. Utility Accountant
  - I. Review, discuss and possibly approve the 2022 Utility Budget. Discussed items on Capital Projects list. Nick has more \$ budgeted for transformers than other years because of extended production lead times. Motion by Braun/Affeld to approve 2022 Utility Budget as presented. Motion carried 5-0.
  - II. Review, discuss and approve new Sewer rates as outlined in Schedule 16 of the Sewer User Charge Study completed by Baker Tilly. Motion by Braun/Evans to approve new Sewer rates as outlined, to be effective as soon as possible. Motion carried 5-0. Will send to Common Council for Ordinance amendment. Peter will set up meeting with Sensient for Monday, October 11<sup>th</sup> at the Utility office.
- B. Electric Superintendent
  1. Discuss and possibly approve the purchase of 20' Deck EBY Over Axel Trailer w/ramps with funds from Equipment Replacement Fund. Current price less trade-in \$10,500.00. Motion by Evans/Canniff to approve purchase of trailer as described. Motion carried 5-0.
  2. Discuss and possibly approve the purchase of new ¾ ton Pickup truck w/Utility box with funds from Equipment Replacement Fund. Current price less trade-in \$26,464.00. Motion by Canniff/Coons to approve purchase of ¾ ton Pickup truck as described. Motion carried 5-0.
  3. Project Update. Hyland St conversion has started, got necessary easements from residents. Automated Pet Care transformers have shipped from TX, getting site ready so we can install when received. Service upgrade is needed for Animix, will use backup transformer that was ordered and has been shipped from TX and will

order new backup. Had 3 disconnects in September, one is still disconnected, apartment tenant has extension cord going to landlord's garage; Kiley contacted landlord, he will follow up. We have some street lights out, still waiting for bulbs to come in. Got another call from jail for voltage issues, went up to verify issue, per PSC rules we need to provide +/-10%; we tested system and we are providing appropriate voltage; they need to make corrections on their end.

C. Water/Wastewater Superintendent

1. Review, discuss and approve purchasing VFD Soft Starters for Wells #1 and #3 at revised price of \$28,672 from Municipal Well. (Approved in 2021 at price of \$19,822). Motion by Braun/Coons to approve purchase of VFD Soft Starters at additional cost of \$8,850. Motion carried 5-0.
2. Approve having Alex Smudde come off probation as of 10/12/21. Peter conducted Alex's review today with a positive outcome. Motion by Affeld/Canniff to approve Alex coming off probation as of 10/12/21. Motion carried 5-0.
3. Projects Update. New employee Liz is doing good, picking up on tasks quickly and worked last weekend on her own. System analyzer has been very accurate. L&R tested large meters, no problems. Found a garden hose at Automated Pet Care on new building that's been left on for at least a week and is not on a meter. We have since installed a pool meter; need to figure out how much water was being used; commission said to charge them maximum possible usage for that time period.

**Utility President:** Attended the WPPI annual meeting with Nick, found the speakers to be interesting; power costs should remain steady for next few years; showed pictures of solar panel farm at Point Beach. Nick attended the opening ceremony at Point Beach, was very impressive how the solar panels operate.

**Mayoral Comments:**

1. Update on Health Plan changes and possible cost of living increase for 2022. Thanks to employees for concession of agreeing to having a deductible plan to keep insurance costs down for the City. Moving forward with getting bid package out for the Hyland/Oak St. project.

**Old Business:** Cheryl asked if Peggy has passed all of her certification tests, and if she has, once she turns in her paperwork, she will be due for a wage increase. She has not yet gotten the Advanced Operator certification, so there is no change in pay grade.

**New Business:** None

Motion by Braun/Evans to adjourn meeting at 7:50 PM. Motion carried 5-0.

Minutes recorded by:  
Laurie Runyan