

Municipal Services Committee
Regular Meeting
Tuesday, September 15, 2015 5:30 pm
Water & Light Shop, 15 Old Highway 92, Evansville, WI

MINUTES

1. Call meeting to order at 5:33
2. Roll call: present Ladick and Brooks. Cole was absent. Also present: Sendelbach, Berquist, and Rigg
3. Civility Reminder
4. Motion to approve the agenda as printed. Ladick/Brooks; passed unanimously.
5. Motion to waive the reading and approve the minutes from the August 25th, 2015 regular Municipal Services meeting. Ladick/Brooks; passed unanimously
6. Citizen Appearances other than agenda items – None. Evansville Ford stormwater issue will be addressed in October
7. Customer concerns. Discussion and possible motions for billing adjustments:
 - a. Town of Union and the Fire District bills were discussed. The City cannot waive late fees if applied correctly. Ian Rigg will communicate to each organization the option budget billing to avoid this issue of delayed approval creating late payments.
8. Staff Report
 - a. Late fees and budget billing for governmental and non-profit entities was discussed under 7.a.
 - b. Discussion and possible motion on PSC staff recommendations on water rate increase. Rigg gave information regarding PSCs latest recommendation and the Auditor's approval of the recommended 25% increase. Ladick/Brooks; passed unanimously to go with PSC staff recommended rate.
9. Superintendent Report-
 - a. Parks and Recreation Report- Brief overview of park operations and projects. Allen Creek wall progress was discussed. Wind Prairie Park progress was discussed as well as other projects.
 - b. AMI Project – Project is continuing. 51 meters were installed and now staff is waiting on full billing cycle to determine if we should proceed or make

adjustments first. The amount of time for meter entry into billing software was discussed.

10. City Engineer Report-

- a. 4th St Project – Pavement is complete for the year. Assessments should happen in November or December 2015.
- b. Westfield Meadows and Windmill Ridge – last layer of asphalt was applied when 4th Street was being paved.
- c. Wind turbine – Nothing reported.
- d. WWTP Sludge Update – No new added information at this time.

11. Committee Report – No report

12. WPPI Report

- a. Brooks attended WPPI executive session. WPPI is considering charging for certain services provided to communities. A new solar garden for WPPI may be rejected because PSC does not agree with WPPI rate of return.
- b. Ladick moved and Brooks seconded using WCTC funds for LED promotions and purchases not to exceed \$1,000. After role call motion passed 2-0.

13. Old Business-

- a. MUTCD and ADA Sign Compliance Plan – New unit is operational and staff are able to begin inventory.
- b. Motion to approve the 2016 operations and capital budget for municipal services. Ladick/Brooks; passed unanimously

14. New Business

- a. Discussion on fee schedule prompted some concerns and potential changes for fees relating to snow removal, street excavation and more. Rigg was given some guidance on how to proceed.
- b. Rigg brought forward concerns about the sewer utility. The rates are too low and the Audit has suggested an immediate increase for 2016.
- c. Committee instructed the Municipal Services Superintendent to fix the parking lot within the existing budget. No vote was necessary.

15. Upcoming Meeting Date – October 27th, 2015 at 5:30pm.

16. Motion to adjourn. Ladick/Brooks at 8:29

Jim Brooks, Committee Chair

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