

Municipal Services Committee
Regular Meeting
Tuesday, August 29, 2017 5:00 pm
Water & Light Shop, 15 Old Highway 92, Evansville, WI

MINUTES

1. Call meeting to order at 5:00 pm.
2. Roll call: present Brooks and Dobbs. Cole was absent. Also present: Hurtley, Neeley Sergeant, Sendelbach, Reynolds, Berquist and Rigg.
3. Civility Reminder
4. Motion to approve the agenda as presented. Dobbs/Brooks. Motion passed 2-0.
5. Motion to waive the reading and approve the minutes from the July 25, 2017 regular Municipal Services meeting. Dobbs/Brooks. Motion passed 2-0.
6. Citizen Appearances other than agenda items - None
7. Customer concerns. Discussion and possible motions for billing adjustments - None
8. Staff Report
 - a. Utility Customer Policy and Procedural Manual. Rigg gave a handout to the committee to review. He asked they look it over and consider passage next meeting. Rigg noted he has some work to do on account transfers yet.
 - b. Motion to approve Capital Plan 2018-22. Rigg gave presentation to the committee on the current state of the debt limits with the current CIP list. There are concerns caused by enterprise operations borrowing in GO for better rates, yet pushing the City to its self-imposed limitation. Rigg said Finance will be looking at the Finance Policies of the City as part of a review. Rigg suggested an additional 10-15% be increased for enterprise funds only to allow for better borrowing without sacrificing sound restraint on total borrowing. Members expressed mixed concern and support. To make room financially some items were asked to be moved back to 2019. Brick replacement/repair was added for 2019. Brooks/Dobbs. Motion passed 2-0.
 - c. Motion to adopt budget for 2018 Fiscal Year and submit to the Finance and Labor Relations Committee. Rigg went through the budget highlighting the changes. One major impact was the addition of a DPW employee. Another was an increase in maintenance for roads. Minor changes included breaking down of the utility budget into more defined lines (training, IT, rents...). Brooks had some questions on changes such as decrease in line maintenance and water source. Rigg explained those are where capital projects go. Rigg suggested keeping the added DPW position so every gets a chance to see what an added position looks like financially for now. Brooks said the committee and council will get more looks and chances at the budget later. Brooks/Dobbs. Motion passed 2-0.
 - d. Sewer Hook Up and Water Impact Fees – Rigg gave a hand out for brief discussion. Rigg said some more details on comparative data will be coming but wanted the

committee to review aspects of the economic incentive as well as density incentive within the impact fees. If passed, how this gets promoted will need to be addressed.

- e. Sewer Rate changes – Rigg provided a handout for discussion. Rigg showed a sliding scale for debt payments to cover all foreseeable capital projects and debt. The purpose of the proposed rate change is to get to a balance for the major projects coming and then have smaller incremental increase to cover inflation and continue capital. Berquist said their estimation as engineers would have been more conservative on growth and asked for a larger increase. Rigg said some of this goes out 5 years and that is a long time to look down the road not knowing use outcome.
- f. Motion to recommend Land Division to divide parcel of land 6-27-580.001 located at 210 Cemetery Rd into two parcels. Sergeant gave a quick detail of the project. This division is to separate a business function from a residential section of the property. Brooks/Dobbs. Motion passed 2-0.
- g. Motion to recommend Land Division to divide parcel of land 6-20-311 located at 6215 County M within Evansville’s extraterritorial jurisdiction area into two parcels. Sergeant gave a quick detail of the project. Brooks/Dobbs. Motion passed 2-0.
- h. Motion to recommend Land Division to divide parcel 6-27-585.001 at 405 Water Street into two parcels. Sergeant gave a quick detail of the project saying that the division is better though it is now non-conforming for industrial zoning. The non-conforming lot size is an easier obstacle for staff and Plan Commission to work with than other methods of making the property developable. Brooks/Dobbs. Motion passed 2-0.

9. Superintendent Report-

- a. Parks and Recreation Report. Westside Park is ready for fall soccer practice. Weeds around the lake have been taken care of. ADA picnic table installed. Cameras at Westside Park have been installed.
- b. AMI Project (Placeholder). Rigg expressed continued frustration on the lack of results for the water meter reading issue. Some bills are all over the place and there are no good explanations other than the communication module or the program not calculating the bill correctly. Staff still try and work with WPPI and Civics but feel little progress is being made.
- c. Facility Study Update. Sendelbach and Reynolds reported that last week a consultant came by with some drawings and final review of the site. Staff are excited and provided some input. There will be two cost estimates made. One a metal building like the W/L Building and a precast building. Results should be in soon.
- d. Updates on water wells. Sendelbach gave news that Well 2 is now free and clear of gravel and will be online tomorrow. Well 1 still has issues of negative reports on water quality. They are investigating this issue further. Well 3 is pumping all water for right now.

10. City Engineer Report-

- a. Westfield Meadows & Windmill Ridge (Placeholder). Berquist met with developer and the developer agreed to correct the stormwater issue in Westfield Meadows. Windmill Ridge placed down new asphalt and lots are opening up.

- b. WWTP (Placeholder). Berquist and Rigg will go over more details on the rates to cover the recently proposed projects for WWTP.
- c. Westside stormwater. Same as Westfield report.

11. WPPI Report

- a. Written report. Lunch and Learn discussing the small business program and access to LED lighting. Neeley reached out to Stoughton Trailers about the NLMP tariff. Neeley checked in with Larson Acres about their level two audit. There has been a lot of activity online talking about High bills, and one post garnered quite a few responses before one of the staff members was tagged on her personal Facebook account. This put her in a tough position but she handled it well. At WPPI Energy, we have a few resources to help with social media. Neeley called on Evansville Manor to discuss the possibility of them receiving a lighting retrofit as part of a grant that has been awarded to a local lighting company. Met with the Energy Independent Communities committee and they are planning on requesting an audit of the city's lighting facilities through E3 lighting. We have a solar installation application of nearly 20 kw.
- b. Annual Meeting September 14/15. Brooks asked if staff would attend.

12. Old Business-

- a. MUTCD and ADA Sign Compliance. Reynolds reported that 6 new yield signs were replaced due to poor reflectivity as well as 6 new historic district signs.

13. New Business. Brooks asked if anyone contacted the DPW about holders for cross walking flags. Committee would like to talk about electric rates, solar buy-back and green blocks.

14. Upcoming Meeting Date, September 26, 2017 at 5:00 pm.

15. Motion to adjourn. Dobbs/Brooks. Motion passed 2-0 at 7:00 pm.

James Brooks, Committee Chair

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