

Municipal Services Committee
Regular Meeting (special time)
Thursday, March 01, 2018 5:00 pm
Water & Light Shop, 15 Old Highway 92, Evansville, WI

MINUTES

1. **Call to Order.** Brooks called meeting to order at 5:00 p.m.
2. **Roll Call.** Brooks and Dobbs were present. Cole was absent. Also present were Sperry, Hurlley, Renly, Rigg, Sergeant, Berquist and residents.
3. **Civility Reminder.**
4. **Agenda.** Motion to approve the agenda as presented with item 7a and 7b waiting until the customer can arrive. Brooks/Dobbs. Motion passed 2-0.
5. **Minutes.** Motion to waive the reading and approve the minutes as printed from the January 30, 2018 regular Municipal Services with minor corrections. Brooks/Dobbs. Motion passed 2-0.
6. **Citizen Appearances.** None
7. **Customer Concerns.**
 - a. **16-8320-02.** Credit of \$87.20 in sewer charges was motioned. Brooks/Dobbs. Motion passed 2-0 on roll call.
 - b. **Lateral Agreement.** Given the unique nature of the events that took place with the sewer lateral at 450 Badger Drive the Committee recommended to Council an agreement by which the City will pay for the lateral replacement costs and the owner will pay for the cleanup. The owner, Mr. Fonseca said he was okay with the agreement. Dobbs/Brooks. Motion passed 2-0.
 - c. **10-1330-02.** This was a leak where clean water went into the system. Credit of 75% was applied in the final amount of \$47.69. Brooks/Dobbs. Motion passed 2-0 on roll call.
 - d. **21-2020-04.** An electric bill likely to not be collected. This committee could not clear the debt until it has run the course of collection first. No action taken.
8. **Staff Report** – Sergeant gave the committee a Certified Survey Map to divide parcel 6-27-958.091A1 (Tax ID 222070001011) located on Lot 2 Brown School Road into four lots. It was brought to the committee’s attention duplexes that can be divided into zero lot line parcels have not always required two separate service laterals. This will need to be looked into more and brought up in development agreements. No other specific concerns relating to utilities were brought up about this lot division.
 - a. Rigg gave an update on the audit. Rigg also stated they are going to hire an agency to provide staff temporarily to go through some of the results from Civics and make changes in the system so not to interrupt the AMI conversion. The committee agreed this should happen so AMI continues.
9. **Superintendent Report**

- a. **Parks and Recreation Report.** Renly reported that the mowers have been ordered and some trees are going to be planted at Westside Park along the property line by the houses.
- b. **Cemetery Road and Stormwater concerns.** Renly reported that there are some stormwater issues surrounding the cemetery that need work such as opening culverts and a few retention ditches. Another concern was the stormwater from St. Johns parking lot and the houses along Longfield. Property owners Janisch at 403 and Rossler at 341 Longfield came to the meeting to express concerns. Berquist and Renly looked at the site and saw the parking lot is not the cause but took away an area the field stormwater to go before flowing to the neighbor's yard. Rigg stated that the City is limited in what it can do legally as this is private property to private property. Staff and engineer will meet with the Church to discuss amicable solutions. Stormwater and curb cut by 214 Grove was brought to the committee's attention by Rossler. After discussion staff will sandbag the curb cut and see why the cut was made or if the curb needs to be rebuilt.
- c. **Public Works Foreman Position.** Renly gave his recommended changes to the committee. Rigg said the committee should review it and at the next meeting make a recommendation to Finance and Labor Relations committee. The position is meant to be a 70/30 in field/office time. More focus needs to be one that.
- d. **AMI Project** – Rigg reported that we installed many meters and staff are working hard to keep up.
- e. **WPPI Board appointment.** Motion to appoint Chad Renly as the Evansville Alternate to the WPPI Board. Brooks/Dobbs. Motion passed 2-0.
- f. **Updates on water wells.** Well #1 is still not on. The DNR is working with the City on a mixing plan between Well #1 and #2. Positive results from recent samples are coming in.
- g. **Salt Shed.** Renly said he has a quote for a 500 ton salt shed that should be sufficient for some time. Estimate is \$95,000 but staff will continue to explore other options in the immediate if the City cannot build a shed in time.
- h. **Ash Trees.** Renly reported that the crews have been cutting trees down at a quick pace. Some trees will have to be contracted. At this pace the need for a private company to cut all ash trees seems less necessary. Tree replanting and yard waste site management needs to be discussed. Maybe permitting use of yard waste site.

10. City Engineer Report

- a. **Westfield Meadows & Windmill Ridge.** None.
- b. **WWTP (Placeholder)** – Motion to recommend to Common Council approval of Staab Construction for the WWTP Dewatering and Lift Station improvement project. Brooks/Dobbs in the amount of \$3,393,000 contingent on DNR approval. Motion passed 2-0.
- c. **Franklin/Jackson/Kinsey reconstruction update.** Bids are coming in next week.
- d. **Westside Booster Station.** Final document is in process.

11. WPPI Report.

- a. **Written report.** Neely's report was submitted. Audits and outreach to residents and local businesses on energy efficiency continues. Neely discussed hosting an economic development program with the Chamber of Commerce. Two customers are interested in solar.
- b. **APPA Legislative Rally.** Rigg and Brooks gave a report. All the elected representatives in the Senate and House were receptive. In one way or another they all expressed similar concerns aligning with most of APPA's positions. One bill in progress is to reverse the restriction within the recent tax bill the early refinance of municipal and utility bonds.
- c. **WPPI Board Meeting.** March 8 WPPI Board Meeting was a conference call related to a bond sale and that Chad Renly was not required to be onboard as alternate. Next in-person meeting will be May 11.

12. Old Business

- a. **MUTCD and ADA Sign Compliance.** Nothing new to report.

13. **New Business.** None.

14. Upcoming Meeting Date, March 27, 2018 at 5:00 pm.

15. **Motion to adjourn.** Dobbs/Brooks. Motion passed 2-0 at 6:56 p.m.

James Brooks, Committee Chair

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