

Municipal Services Committee
Regular Meeting
Tuesday, November 27th, 2018 5:00 pm
Water & Light Shop, 15 Old Highway 92, Evansville, WI

MINUTES

1. **Call to Order.** Brooks called meeting to order at 5:01 p.m.
2. **Roll Call.** Brooks and Ladick were present. Cole was absent. Also present were Kheen, Hurlley, Renly, Berquist, Sperry, Neely and members of the public.
3. **Civility Reminder.**
4. **Agenda.** Motion to approve the agenda as presented. Ladick/Brooks. Motion passed 2-0.
5. **Minutes.** Motion to waive the reading and approve the minutes as printed from the October 30, 2018 regular Municipal Services meeting. Ladick/Brooks. Motion passed 2-0.
6. **Citizen Appearances.** None spoke.
7. **Customer Concerns.**
 - a. 15-1540-00 – Water softener leak with an \$18.30 credit. Ladick/Brooks. Motion passed upon roll call
 - b. 14-3060-02 – More information on the leak was needed. No motion.
 - c. 14-2380-01 – Leak identified but not fixed. Credit should come after it is fixed, not just identified and shut off. No motion.
 - d. 18-3860-01– Water leak with a \$49.20 credit. Ladick/Brooks. Motion passed upon roll call
8. **Administrative Staff Report**
 - a. Rigg spoke on the billing policy and Time-of-day information for customers. There is an increased interest in the customer base.
9. **Director Report –**
 - a. **Parks and Recreation Report** – Renly reported the bathrooms and pool are winterized and closed. Leaf pick up in the park has been completed for the year. Creek wall section will be finished this week. Approximately 35 trees were planted in the parks.
 - b. **AMI Project (Placeholder)** –There are 135 electric meters 880 water meters left.
10. **City Engineer Report**
 - a. **WWTP (Placeholder)** – Screw press arrived today. Everything is progressing on schedule. The wind turbine contract needs to be approved so it can be maintained and operational.
 - b. **2nd Street Reconstruction** – Rough drawings are done. They include work in front of the school. The committee discussed holding off on or cutting short the project due to the heavy equipment and traffic problems during school construction.
 - c. **Other.** Berquist stated that Capstone developers want a meeting and that they will start some GPS handheld device training for staff.

11. WPPI Report.

- a. **Written report.** Neely reported he is continuing to provide home energy audits. They are investigating a complaint about high voltage. Neely is continuing to work with the school district on cost saving and funding opportunities for the school through alternative lighting. Neely is investigating the possibility of a shared savings loan for the ECSD to expand funding/save money within the major projects approved by the referendum.
- b. **APPA Rally.** Brooks spoke on the importance of having staff and elected officials meet with the legislators at the APPA rally in DC. Many organizations send multiple people as a show of force/support/interest on matters important to the utility. Rigg talked about the budget and wanted to make sure the committee was comfortable with sending more delegates than before. More spots were available, there were fewer able to attend in recent years.
- c. **CTC and Other Funds.** Motion was made to spend \$1,000 in LED bulbs and \$500 in promotional items from Value Public Power funds; Remaining \$500 of Commitment to Community funds to go to victim assistance with BASE; \$1,000 in advertising through the tourism committee from Economic Development funds; \$3,700 to the Evansville School District for a lighting project from LEEF funds; remainder of the \$8,900 total of LEEF funds to go towards lighting upgrades for City buildings and properties. Brooks/Ladick. Motion passed 2-0 on roll call.
- d. **ESR Plan.** The Committee agreed to review the ESR plan in March and August.

12. Old Business. None.

13. New Business. Employee lunch reminder: Creekside Place, December 12 at 11:30 a.m.

14. Upcoming Meeting Date. January 29th, 2019 at 5:00 pm.

15. Closed Session: motion to convene in closed session pursuant to Sec. 19.85(1)(c) of the Wis. Stats. to consider employment, promotion, compensation or performance evaluation data of a public employee over which the governing body has jurisdiction. Upon completion, Municipal Services will not reconvene in open session. Brooks/Ladick. Motion passed 2-0 on roll call at 6:48 pm.