

**Municipal Services Committee**  
Regular Meeting  
Tuesday, October 29th 2019 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 pm.
2. **Roll Call.** Brooks, Senn (arrived at 5:12) and Ladick were present. Also present were: Rigg, Jorgensen, Hurtley, Berquist, Sergeant, Renly and Neely.
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 September 24th, 2019 regular Municipal Services meeting with a correction spelling “Ladick”. Ladick / Brooks. Motion passed 2-0.
6. **Citizen Appearances.** None.
7. **Customer concerns.** Discussion and possible motions for billing adjustments.
  - a. **Sewer Credits.** Motion to approve consent list for sewer credits in the amount of \$614.48. Ladick / Brooks. Motion passed 2-0 upon roll call.
  - b. **12-2550-05** – Rigg stated the complexities of this credit given past and current practices. The committee agreed to provide a credit given the circumstances in an amount of \$42.00. Motion passed 2-0 upon roll call.
  - c. **18-4540-01** – No action was taken. More information and decisions on where or when credits should be applied.
  - d. **18-2620-00** – No action was taken.
  - e. **Communication.** Brooks presented an email regarding a customer’s utility disconnect for repair. There was discussion about trying to provide more time and effective communication to residents in such situations.
8. **Director’s Report**
  - a. **Parks Report.** Renly stated that the duck house work has begun. Restrooms are being shut down and winterized. The department is working on the sluice skate.
  - b. **AMI Project.** There are 437 water meters & 6 electric meters remaining.
  - c. **Road Funding.** Renly presented that the City will receive \$30,000 for 2<sup>nd</sup> Street completion in 2021. This is the largest funding the City has received from the LRIP program.
  - d. **Anti-Tampering Ordinance.** There was no added discussion this meeting.
  - e. **Discolored Water.** Renly had testing done to determine the quality of water in the wells and a few other sources. The report came back with elevated iron and manganese. All are safe for consumption and the manganese is above the aesthetic level. There are added chemicals to the system to counter the aesthetic impact the manganese has. The Committee felt it was important to publish the results.
  - f. **None action.** Renly reported on the potential cell additions to City utility poles. Renly is working with Charter and trying to communicate with AT&T on joint trenching and removing their lines from some utility poles as the City is reducing its overhead power

lines overtime. Renly asked the committee to consider who is responsible for sidewalk replacement with sections heaved by trees planted in the right-of-way.

#### **9. City Engineer Report**

- a. **WWTP** – Software for the alarm dialer is out of date and needs replacement.
- b. **Sub-division/Development.** Paving in parts of Westfield is coming next week.
- c. **Inflow and Infiltration.** The City has received some data confirming what was suspected.

#### **10. WPPI Report**

- a. **Written Report.** Rock County adopted the PACE resolution so now business owners in Rock County should have the ability to use PACE financing. Exploring the possibility of a financing program for customers for home efficiency. Neely met with a family last week that would have benefitted from such a program. Neely spoke with a large customer about a billing issue from last month. Staff recently brought up the idea of embedding a Time of Use calculator for the website. It would be a better plan to have customers submit a request to see if they would benefit from time of use and then we would be able to calculate it for them (as we have been doing in the office). If we offer an online calculator, chances for error are greater for the customer. There are funds in CTC, economic development and more that need to be spent by the end of the year.

#### **11. Administrative Staff's Report**

- a. **MSDS Contract.** This contract would make tracking and maintaining our MSDS books easier by getting rid of the physical books and having a service find the updated sheets. Motion to recommend to Common Council approval of MSDS contract. Ladick / Senn. Motion passed 3-0.
- b. **Twin Lot Division.** Motion to recommend to Common Council twin lot division of parcel 6-27-533.513. Ladick /Senn. Motion passed 3-0.
- c. **Twin Lot Division.** Motion to recommend to Common Council twin lot division of parcel 6-27-533.510. Ladick /Senn. Motion passed 3-0.
- d. **Budget.** Rigg went over some changes to the budget. The Committee wanted to see some dedication for trails. Motion to recommend to Common Council approval of the 10 year Capital Plan. Ladick / Senn. Motion passed 3-0.
- e. **Energy Independence Team / Carbon Initiative.** Rigg presented some of his thoughts and experiences from his exchange program in New Zealand. The committee wants staff to explore more carbon free alternatives in purchases and projects when possible.

12. **Old Business.** None

13. **New Business.** None

14. **Reminder.** Upcoming Meeting Date, November 26th, 2019 at 5:00 pm.

15. **Adjourn.** Motion to adjourn. Ladick / Senn. Motion passed 3-0 at 6:30 pm

James Brooks, Committee Chair

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