

**Municipal Services Committee**  
Regular Meeting  
Tuesday, November 26th 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 and Ladick were present. Also present were: Rigg, Jorgensen, Hurlley, Berquist, Renly and Roberts.
3. **Civility Reminder.**
4. **Agenda.** Motion to approve the agenda as presented. Ladick / Senn. Motion passed 3-0.
5. **Minutes.** Motion to waive the reading and approve the minutes as printed from the October 29th, 2019 regular Municipal Services meeting. Ladick / Senn. Motion passed 3-0.
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 \$1037.09, removing account 18-1155-02. Ladick / Senn. Motion passed 3-0 upon roll call.
8. **Director's Report**
  - a. **Parks Report.** Renly stated that the duck house roof will be formed off site and installed this month.
  - b. **AMI Project.** There are 6 electric meters remaining due to needing repairs or service upgrades to the home/business.
  - c. **Sidewalk.** Rigg and Renly brought up the concept of property owners taking initiative to replace their sidewalks and whether they were eligible for the cost share. The committee gave comments on a draft resolution regarding the program.
  - d. **Allen Creek.** Renly informed the committee of a wash out of part of the creek wall. A temporary repair is underway to prevent further damage and a long term solution will be explored this spring.
  - e. **Leaf Collection.** Crews went out with rented and borrowed equipment to get as much cleaned up as possible. No change on the status of the leaf vacuum that was ordered.
  - f. **MSDS Contract.** Renly answered committee questions. The largest question is the continuing costs with more than 100 items.
  - g. **EV Parking Charge.** Rigg presented the cost to operate the charge station and how many hours it was used. At the current level of use and costs to operate the fee for parking should be \$1.50 an hour. Neely said that Madison charges \$2.00 an hour in a lot of locations. Rigg said it should be a parking fee going to the general fund for enforcement and tariff purposes.
  - h. **Light Poles.** Renly talked with the committee about a more uniformed light pole that is less expensive and does not look historic in the areas that are not the historic district. The Committee was interested in the concept and want to make sure the type of pole is not in the development agreement.
9. **City Engineer Report**

- a. **WWTP** – Alarm dialer is still not resolved.
- b. **Sub-division/Development.** Paving in parts of Westfield was cut back due to temperature.
- c. **Inflow and Infiltration.** They are waiting on water flows into the system.

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

- a. **Written Report.** Pre-construction meeting with Bluescope to go over the process for consolidating their metering and replacing the transformers with a ground mounted transformer. Staff attended the Building Community Connections conference at WPPI. Neely worked with the accounting department and they found the LED fixture costs for the trail. We are making a donation to the school district for Energy Education. Levi Leonard is signed up to get a NTC performance for next year so we plan on using the money in 2020 with that performance. The Library's check from the WPPI New Construction program arrived and it was delivered to Megan.
- b. **Fund Approval.** Brooks made a motion to give \$250 from CTC to Shop with a Cop and \$250 to the AWARE Toy Drive. Also \$1,000 for economic development will go into the business revolving loan fund. Further, the remaining balance of about \$8,000 in funds shall go towards the costs to install LED lights on the new Allen Creek trail. The motion was seconded by Ladick. Motion passed 3-0 on roll call.

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

- a. **Lot Merge.** Motion to recommend to Common Council land division application to merge parcel 6-27-559.5020 and 6-27-533.5B at 637 Prairie View Drive. Berquist said this is cleaning up a City outlet that is no longer necessary and unbuildable by joining it the neighboring lot. This resulted due to changes in road design and the post office not needing a communal location for mail boxes. Ladick /Senn. Motion passed 3-0.
- b. **Lot Merge.** Motion to recommend to Common Council land division application to merge parcel 6-27-559.5022 and 6-27-533.5A at 649 Prairie View Drive. Same as above. Ladick /Senn. Motion passed 3-0.
- c. **Sewer Credit/Utility Ordinance.** Rigg and Brooks spoke on the matter. Brooks said some utilities charge more for water that goes through a deduct meter to improve conservation. Rigg said that in order to accomplish this we would need a new tariff approved by the PSC. The committee agreed that deductions for pools should require a deduct meter. More discussion in the following meetings and allow for Council input.

#### **12. Old Business.** None

**13. New Business.** Renly spoke on the DPW Department's new hire. Renly has also been asked to serve on two committees. One with MEUW on the 5G installation of utility poles. The other is on an apprenticeship program for public works employees.

**14. Reminder.** Upcoming Meeting Date, January 28th, 2020 at 5:00 pm.

**15. Adjourn.** Motion to adjourn. Ladick / Senn. Motion passed 3-0 at 6:10 pm

James Brooks, Committee Chair

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