

## NOTICE

**Municipal Services Committee**  
Regular Meeting  
Tuesday, April 28, 2020 5:00 pm

Due to social distancing guidelines this meeting will be conducted via web conference at: [meet.google.com/vft-xrhn-zdf](https://meet.google.com/vft-xrhn-zdf). The public may also use the teleconference option at +1 504-603-6014 then enter conference pin: 917 858 809#

## 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, Lindroth, Berquist, Hurtley, Renly, Roberts, Sergeant, and members of the public.
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 February 18, 2020 regular Municipal Services meeting. Brooks noted an error on Section 4 that Senn was not at the meeting. Rigg said that was an error and was supposed to be Brooks. Ladick / Senn. Motion passed 3-0.
6. **Citizen Appearances.** Attendees for item 9a on the agenda.
7. **Customer concerns.** Discussion and possible motions for billing adjustments.
  - a. Motion to approve credits as presented by Administration in the amount of \$358.45. Senn/Ladick. Motion passed 3-0 on roll call.
8. **Director's Report**
  - a. **Parks and Recreation Report.** Park Bathrooms will be opened soon. Wind Prairie park field has been burned off. Summer help will be starting soon. Volunteers will be working to help pick up parks while using social distancing practices. Five methods given to park board, they agreed on "Away with Geese" method with cost approximating \$3,200. Will be looking into installing microwave motion detectors at shelters as well as possible cameras at a few locations.
  - b. **AMI Project** (Placeholder). AMI Meter counts remain mostly the same due to COVID restrictions. Water meters remaining are 312 with an approximate 2,100 installed. There are 3 electric meters remaining with 4,101 installed.
  - c. **Lake Leota Dam EAP/DFA Update.** We are still waiting to hear back from the DNR regarding approval of the Grant. We received a comment back from the DNR regarding the deeds associated with the park land. I worked with them on clearing that up and now have received notification of a complete grant being accepted.
  - d. **Bridge Inspection.** Rock County has notified us of bridge inspections that are due this year. Jewell has been contacted and is currently putting an estimate together for us. The cost is approximately \$1,200.
  - e. **Substation Update.** The insurance company has agreed to make a payment in the amount of \$263,449.70 less our deductible of \$15,000.00. Our options for replacement

- were to rewind the existing transformer or to purchase a new transformer. After looking at lead times of both units, assessing risk of outages, load capacity increases and potential for storm damages, we opted to purchase a newly constructed unit. This substation transformer would give greater capacity and would have less lead time. On Tuesday the 21st we put in an offer to purchase the transformer for \$275,000 and they accepted. We are now awaiting paperwork and will work out the remaining details.
- f. **5G Installation Update.** We have received drawings for the four locations that US Cellular will be installing 5G. Comments have been made and sent back for revision. A draft agreement is still being worked on by the MEUW sub-committee and we are currently working on the appendices which will be attached to the final MLA. US Cellular at this time has yet to return the application. Brooks asked where the locations are. Renly stated that 2 are on 5<sup>th</sup> Street, one is on 2<sup>nd</sup> Street and another is across from City Hall.
  - g. **Sewer Connection.** Discussion only. Renly, Rigg and Sergeant spoke with the committee about an incident involving a contractor trying to find the sewer connection to an infill lot on Hillside Court. There were no final construction or “as built” drawing submitted and what the City had on file to give to the contractor was no longer accurate due to the original developer not submitting the final drawings. Brooks stated there is no basis for the City to reimburse a contractor doing exploratory digging. Berquist said there is not standard he is aware of that compels the City to provide. Ladick agreed with Berquist’s statement.

## 9. City Engineer Report

- a. **Water main materials.** Berquist spoke on the use of plastic water mains instead of ductal iron. He felt there were no water quality issues and over enough time or with a large enough project plastics can be cheaper and faster to install. Steven Cooper spoke on the materials his company offers. One concern was how to deal with thawing out lines when they freeze. Currently an electrical charge is run through the iron to thaw out lines. Solutions were mentioned. The Committee wanted to know more and wants staff to hold a meeting to discuss how changing this material would impact the department.
- b. **WWTP (Placeholder)** – Project is nearly complete. New internet control system needs to be installed. Final pay documents are ready for signature. Soon the DNR loan will need to be closed.
- c. **Sub-division/development updates.** The committee discussed the need to have the roads paved and final lifts in place this summer on some of the development on the west end.
- d. **Inflow and Infiltration Study.** Not much has occurred.

## 10. Administrative Staff’s Report

- a. **Water softener program.** Rigg presented some options. The Committee wants more details in the coming months and expressed support. Rigg suggested that the City offer \$40 for inspections and tune ups to water softeners and up to \$400 credit towards sewer bills if a residential property switches from a timed unit to an on demand unit. Budget availability and other details need to be worked out. Eventually the City will make it a code requirement that all replacement water softeners are demand units.

- b. **Sidewalk replacement program 2020-22.** There was much discussion on how to proceed with this years planned sidewalk program due to COVID 19 making public hearings more difficult. Sergeant spoke about using this to create a routine of notice and replacement. There were concerns about notifying so many people and not doing it this year as well as contractor availability. Rigg stated those properties on Maple Street already have some assessments. Sergeant said that area was selected because there would be no need to go back other than sidewalks for some time.

**11. WPPI Report**

- a. **Written Report.** Neely presented his written report. Neely discussed with the committee changes in use with some of the larger customers. It is suspected that home use is going to increase. There was concern about the amount of bills that may remain unpaid caused by the current crisis. Rigg said he would look at comparative data between now and previous years for total amounts left unpaid due to moratoriums. Neely also spoke on the increase in solar installations.

**12. Old Business.** None.

- 13. New Business.** Rigg mentioned Kerry Lindroth is now the acting Foreperson for the Electric Department. The City will resubmit advertisement for the position in the coming month. Committee and staff thanked Jon Senn for his service on the Municipal Services Committee.

**14. Reminder.** Upcoming Meeting Date, May 26, 2020

**15. Adjourn.** Motion to adjourn. Senn/Ladick. Motion approved 3-0 at 6:27 p.m.

James Brooks, Committee Chair

*Please turn off all cell phones and electronic devices before meeting commences. If you have any special accessibility issues please contact Evansville City Hall at 608-882-2266 prior to the scheduled meeting. Thank you.*