

NOTICE

Municipal Services Committee
Regular Meeting
Tuesday, April 27th, 2021 at 5:00 pm

Due to social distancing guidelines this meeting will be conducted via web conference at: meet.google.com/wje-xuct-mbr. The public may also use the teleconference option at +1 (315)-801-9407 then enter conference pin: 863 831 330#

MINUTES

1. Call meeting to order.

Brooks called the meeting to order at 5:00 pm

2. Roll call.

Committee Chair Jim Brooks and Ben Ladick were in attendance. Also in attendance were: Amy Wanek, Brian Berquist, Dale Roberts, Kerry Lindroth, Jason Sargent, & Brad Crowley.

3. Civility Reminder.

4. Motion to approve the agenda as presented.

Ladick/Brooks Motion approved 2-0

5. Motion to waive the reading and approve the minutes as printed from the March 30th, 2021 regular Municipal Services meeting.

Brooks requested two changes to the minutes to remove Brian Berquist as a duplicate attendance entry as well as change the document title from Agenda to Minutes.

Ladick/Brooks Motion Passed 2-0

6. Citizen Appearances other than agenda items.

- None

7. Review of sanitary sewer billing adjustments. (Jan, Apr, Jul, Oct)

The Committee reviewed the list of approved adjustments. Renly stated that there was one account he would like to ask Donna Hammett for more information. The credit was in the amount of \$558.78. He would like to verify that it was not a house that has had several breaks due to the fact that the resident does not live in the house in the winter months and each time we have been out to fix the pipe break it was a result of inadequate insulation of pipe in the basement. The Committee agreed that we should not be crediting for multiple uncorrected events. Renly will look into the matter further and determine if the credit should be removed from the list. The Committee had no issues with the adjustments that were given.

Discussion and possible motion to approve a request for the extension of sewer credit for 7 N. Windmill Ridge Rd.

Renly stated that the resident is requesting an extension of his sewer credit by three months due the lawn at his newly constructed home was very sparse and had not come in. Renly said that he had not had a chance to go look at the lot yet. Berquist agreed with Renly that lots located there are a little steeper than normal and has the potential to erode soil from the property. Brooks said that it was in the City's interest to have the lawn established to prevent erosion. In the interest of preventing any erosion into the City's storm sewer system the Committee approved the request. Brooks/Ladick 2-0 Motion Passed. Brooks directed Renly to look into it and select the months of credit with Hammett.

8. Director's Report

a. Parks and Recreation Report

Renly reported that Ray has begun to mow. He also stated that the upper bathroom had a water lateral leak near the curb stop. In an effort to clean the lateral location up they attempted to reconnect the lateral farther up to another nearby section of main. Renly said that that were unable to locate the lateral potentially due to a rubber connection on the lateral preventing the signal and its ability to be located. Renly said they are now looking at placing a new lateral at an approximate cost of \$4,000. He stated that it should not put the parks maintenance budget over. Renly also said that the new park cameras are now operational and begin recording by motion from 10pm to 5am. Brooks asked how the images were being stored. Renly said that the images and video are being stored on a cloud services as well as on an onboard SD card. Renly talked about the pool update that he had provided to the Park Board. He stated that they had filled the pool twice and said that the pool is leaking approximately 12 inches of water every 24 hours. The Park Board has approved Badger Pool to put a camera down the drain of the pool to see if there is a crack or a break in the pipe.

b. Emergency Action Plan Addition - Load Shedding (Placeholder)

Nothing new to report at this time.

c. Water Rate Case

Renly stated that he and Julie meet with Johnson & Block to discuss the final details of the case study before submitting. Brooks stated that the rate case would come in two stages each stage would be approximately 9% each. Brooks said that they would be filing with the PSC and Renly mentioned we may not hear anything back for up to 6 months.

d. AMI Project (Placeholder)

(1) Current AMI count remaining- Elec: 0 Water: 275

Renly said that he is working with Hammett to create letters to residents to start meter replacements again.

e. Lake Leota Dam Repair Update (Placeholder)

Renly stated that the new numbers from Jewel & Associates that have come in and based on more accurate construction costs and the new information from the sound

testing \$205,300. Brooks asked how much was budgeted and Renly stated that currently the City has \$150,000 budgeted for the project and the DNR grant has approved \$80,000 which leaves enough of a buffer for additional issues found during construction.

f. West Side Park Progress (Placeholder)

Brooks, Morrison, Sargent & Mayor Hurlley met to discuss the proposals that were received. They had narrowed it down to 2 proposals and had sent out an additional 6 questions for them to answer. Berquist is also going to look at the final RFP's and the group will be making a recommendation that will go to Council for approval.

g. Municipal Services building expansion progress report.

- Bid Opening Results & possible motion to approve or recommend
Renly said that Gilbank Construction contacted him and had an issue with 1848 not supplying a basebid. Renly explained the reason behind 1848's bid was that the basebid had a substantial completion date of Dec 31st of this year. Alternate 3 listed in the bid tabulation was an extension to that deadline of June of 2022. This was due to the fact the we had received notices from building vendors stating that due to COVID if you did not have your building materials ordered you would most likely not have your materials delivered this year. 1848, instead of submitting a number with liquidated damages to the basebid did not place one but instead entered a full bid number under alternate 3 instead of listing it as a deduction. Renly went on to explain that alternate 1 was a deduction to remove the wash bay equipment and alternate 2 was a deduction for the removal of the overhead crane. In both instances the building would be prepped and wired for the installation of these but the equipment would not be installed. Renly said his opinion was that 1848 did submit a complete bid, Berquist and Steve from Sketchworks in an email agreed that a complete bid was submitted. Renly said that he did run this by Mark Kopp who said there are things to be said for and against either way. Whichever direction the Committee decided to take would be defensible. Sargent asked what would happen if the City decided to take the project back out to bid. Berquist stated that rebidding a project has historically increased pricing or could have the consequence of having contractors not resupplying a new bid. Berquist continued that most cities try to avoid taking a project to be rebid. Brooks said that since 1848 provided a hard dollar amount instead of a deduction number like the others had in alternate 3 as a deduct to the basebid he was comfortable with moving forward with it as a complete bid. Ladick and Berquist both agreed with Brooks. Renly recommended accepting alternate 2 & 3 since the department could live without the crane for the time being but would put the wash bay to use right away. Brooks made a motion to recommend to Common Council to accept 1848's alternate bids 2 & 3 for the construction of the Municipal Services maintenance garage expansion. Ladick made a second, motion passed 2-0

h. 5G Installation – Update

Renly said that the new poles are installed and services have been transferred. He received a call from the US Cellular contractor and they are working on obtaining a Journeyman Lineman to help with the install of the nodes but should be starting that

within the next few weeks. UPN still has fiber to run through town yet. Renly stated that US Cellular's plan was to have the nodes operational in August.

i. Dog Park – Update

The dog park will be going to a public hearing on May 4th. Renly is waiting on hearing about a decision on funding since it was included in the City's borrowing plans. Brooks asked about the dog park usage fee. Renly said that there was some discussion and would be discussing it again at the next park board meeting. He said the current discussion was to see if it was possible to add a line on to the existing dog park license fee for use of the dog park. Brooks asked what the proof would be that they paid the fee to use the dog park. Renly said that it would be an additional dog tag.

j. Skylift Discussion / Update

Renly said that he sent Mark Kopp the information that we had from the company. Mark said that there was nothing that we could hold them to since it was a quote and it was almost a year old and there was nothing to hold them to that quote. Brooks asked about the concern the City has with the borrowing plan. Sargent said that he is working with Elhers on putting together a 5-year debt plan and should have something together by the end of the week. Brooks said that when we were originally talking about the pool project, he thought Ian had asked council and they had voted to exceed the City's self-imposed borrowing limit for 2-3 years. Berquist said that he believed the plan that Ian had was that all utilities for road reconstruction projects would be paid for by utility revenue bonds instead of a GO bond.

9. City Engineer Report

a. Sub-division / Development Update

Berquist began by saying that he had met with the group for Settlers Grove and is coming along. He expects some more formal information to come in within the next month or two. Brooks asked what the intention was for the pumps. Berquist stated that it looked as though the plan was going to be to have submersed pumps. Berquist said that Westfield Meadows is expected to be completed this year. 7th St and Porter Rd are expected to be constructed yet this year from the existing urban design to just past the bike path.

b. Inflow and Infiltration Study (Placeholder)

Nothing new to report at this time.

c. Roadway construction & other project updates. (Placeholder)

- First & Second St Projects
Bubolz stated that Rock Road will be mobilizing next week at the intersection of Highland & 2nd St and will head to the south. Construction is anticipated to begin May 3rd.
- 6th & Badger Round-a-bout
This project will be removed from the agenda as it is not going to be constructed at this time but may be looked at again at a future date.
- Sidewalks
Sidewalks along 6th St will not be constructed due to it being tied to the 6th & Badger round a bout. Bubolz stated that the remaining sidewalk projects will begin construction in June/July.

10. Administrative Staff's Report

a. Non-Collectable Utility Accounts Review (Placeholder)

Nothing new at this time.

11. WPPI

a. Amy Wanek – ESR Report

Wanek reported that EHS did not receive the grant that they had applied for but she will stay in touch with them for future ideas. Wanek mentioned the EW&L coloring contest that's a part of the Lineworker's Appreciation Day, a copy was placed on the Evansville Facebook page. Wanek also mentioned that the W&L department was awarded the RP3 award and a press release will be submitted to the paper. Brooks and Wanek both attended the Smart Energy Alliance conference.

Brooks said that the Christmas Lights Committee had met last week and are waiting for some samples and proposals to come in from the two selected companies.

Depending on discounts it looks as though there will need to be \$14,000 - \$18,000 in funds raised.

b. W&L Donations – Update

Renly said that at the Park Board Leah Hurlley stated that the youth baseball league had a record number of sponsors this year. Renly mentioned that the original reason he had suggested a donation to the baseball league was because it was uncertain how sponsorships would come in due to COVID. Since it seems well funded Renly suggested that they use the funds in other areas that could be of benefit to the community.

c. NLMP PSC Accepted (informational)

Brooks began by saying that the NLMP has been submitted to the PSC. Brooks also asked if the Choose Renewable had also been sent to the PSC. Wanek stated that she believed it had.

12. Old Business

None

13. New Business

a. Youth Center Update & Discussion

Brooks stated that the Youth Center has a plan to reopen for the next school year. Several building maintenance items have been brought up including: cleaning supplies, air handlers, and new flooring to replace the carpet. Brooks asked if AWARE needed their own air handling unit. Sargent said that AWARE has been operating throughout the pandemic. Brooks suggested looking at the availability of the air exchangers that were selected for use. Brooks said that Becky and a few

volunteers were looking at painting the interior and power washing the exterior of the building as well as having the furniture professionally cleaned.

b. Motion to Recommend Approval of a Condominium Plat on Parcel 6-27-614

Sargent said that the owner was trying to refinance and tried to do a land division but there wasn't enough room. They are splitting it into two units. Ladick/Brooks Motion Passed 2-0

c. Motion to recommend land division at 255 N Union

Lot is currently occupied by a restaurant and is going to be redeveloped by Dollar General. They will be building on a portion of the lot but per the guidelines it cannot cover more than 60% of the lot's frontage. The solution was to parcel off a portion of the lot that they will not be using. Sargent had no concerns with the division. Brooks asked Renly if he had any utility concerns, Renly said that he did not. Ladick/Brooks Motion Passed 2-0

d. Motion to recommend subdivision on Lot 15 in Stonewood Grove

Sargent said this is being split into multiple duplexes. It was zoned R3 for apartment buildings but the builder changed their minds after discussions with nearby property owners. Property lines to the south were moved slightly to accommodate the bike path to be fully on City owned property. Sargent had no concerns. Brooks asked Renly if he had any concerns with utilities. Renly said since the plans changed, they will need to replan how they will be running the electric facility but overall does not have any concerns. Ladick/Brooks Motion Passed 2-0

e. Motion to recommend Westfield Meadows 1st Addition subdivision and replat of lots 1 through 7 of Windmill Ridge

Brooks asked if this was going to be aligning with the park entrance. Sargent said it will. The developer has agreed to relocate the sewer pipe and has agreed to move that at their cost. Lots 43 & 50 are currently zoned B1 & R3. The proposal would change the B1 into some R2 & R3 with a little B1 zoning left. Ladick/Brooks Motion Passed 2-0

14. Upcoming Meeting Date, May 25th, 2021 at 5:00 pm

15. Adjourn

Brooks/Ladick 6:23 pm Motion Passed

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.