

NOTICE

Municipal Services Committee
Regular Meeting
Tuesday, September 28th, 2021 at 5:00 pm

Meeting will be held in person at the City Hall, 31 S Madison St Evansville, WI. Public may also attend virtually at meet.google.com/wje-xuct-mbr, or by teleconference at +1 (315)-801-9407 then enter conference pin: 863 831 330#

MINUTES

1. **Call meeting to order: 5:01 PM**
2. **Roll call.** Committee Chair Jim Brooks, Alderman Gene Lewis, Alderman Ben Ladick. Also in attendance: Kerry Lindroth, Donna Hammett, Amy Wanek, Jason Sergeant, Chad Renly, Bill Lathrop, Brian Berquist, William Wassing, Bill Hurtley.
3. **Civility Reminder**
4. **Motion to approve the agenda as presented.** 3-0 Motion Carries
5. **Motion to waive the reading and approve the minutes as printed from the August 31st, 2021 regular Municipal Services Committee meeting.** With corrections 3-0 Motion Carries
6. **Motion to waive the reading and approve the revised minutes as printed from the July 27th regular Municipal Services Committee meeting.** Discussion about minutes for July Meeting concerning the Cemetery cost and if the minutes are correct with what was discussed at the meeting. Hurtley discussed the fees and that it should have been Full Burials \$650.00 with a \$50.00 admin. fee and Cremations \$250.00 with a \$50.00 admin. fee. Motion to approve minutes as written. 3-0 Motion Carries.
7. **Citizen appearances other than agenda items.**
 - None
8. **Review of sanitary sewer billing adjustments. (Jan, Apr, Jul, Oct)**
 - a. **Discussion and possible motion to approve credit request for 15-2810-01, 15-2800-05 & 15-2080-01:** Credit request for watering new grass for the install of a new sidewalk. This is not something that is normally done. Hammett was instructed to inform the customer of this, a motion was not taken.
9. **Director's Report**
 - a. **Parks and Recreation Report**

The lake fish restocking will be happening in the next few weeks. The creek walls are done, and they are working in the duck pond right now, Renly will be talking to them about the table top repairs.

There has been some vandalism at Countryside Park, rocks and sand in the sinks and toilet.

b. Water Rate Case (Placeholder)

Water rates were approved by the PSC and the first stage will go into effect October 1, 2021.

c. AMI Project (Placeholder)

(1) Current AMI count remaining- Elec: 0 Water: 231

Renly has a meeting with Dawn from WPPI in December about a possible data grab then or in the spring, which will take 4 to 6 months to look through. Renly also found out that we do not need to have all the water meters changed out to convert to Northstar, any meter not changed out will require a couple extra mouse clicks to complete the billing process.

d. Lake Leota Dam Repair Update (Placeholder)

Renly is still waiting to hear back from Dan Stephens about the application to the state.

e. Municipal Services building expansion progress report.

The building ended up costing more for materials and the additional fire walls per state requirements end up costing more than expected, this puts us about \$20,000 plus over budget. Renly had a meeting with 1848 to discuss things that can be taken off the project to help get the budget under control. One item was the masonry facade in front of the building, Renly told them no, because we want the same look for the whole building. Removal of the assault skirt along the building, it is gravel right now and can stay gravel for now, saves about 9,600 to hold off. Another option with the high temp pressure washer which was \$ 13,450 taking this out and using the high pressure washer we have at the water and light building and retro fitting into the wash bay. This would saving of \$10,000. Another option would be ½ the fire walls, Renly doesn't like the idea and the vote is no on this idea. Other ideas are removing a concrete apron and removing the bathrooms. Brooks, Renly and Hurlley didn't approve of these ideas. Another option was the windows in the back of the building they are there for looks and natural light. Renly is waiting for a price on the windows. Ladick agreed that retro fitting the high pressure, and taking out a few windows. Sergeant reminded Renly that the elevations were approved at Planning Commission and any changes need to go back to the Planning Commission. Renly stated that right now these changes will bring us right at budget.

f. Budget review and motion to recommend to Common Council for approval.

Renly highlighted the changes: **DPW**: drug and alcohol testing went up from 550 to 700, Street maint. & repairs was discussed at last meeting split it out with DMV Registration usage. Over all DPW went from 6.30 % to 6.28%. Brooks asked about fuel cost, if it was based on price or usage, it is based on fuel cost. Truck 10yr. Rotation, this is a range for a number of trucks as trucks come into rotation. Discussion on need for list of all City vehicle's. Renly stated that he has a list of all the City vehicles. **Cemetery**: The Columbarium is a go for 2022. Renly stated that Mower cost went down. **Parks**: Nothing has changed for the park budget, Ladick asked about playground equipment dates of replacement. The next playground that needs replacement, Lake Leota, has several pieces of equipment that need replacement. **WWTP**: Street sewer replacement was lower on Liberty St. Brooks

asked if there was going to be any capital cost for Settlers Ridge or is that the developer cost. Berquist stated that is on the developer. Hurtley asked if the improvement on the lift stations are in order of need. Berquist stated it is order of need. **Stormwater:** The Liberty St dollar amount was the only item that changed. **Electric:** Renly stated that we are \$11,000 under revenue, the discussion of a rate case has been talked about, Sergeant, Roberts and Renly have been going through budget line by line, it is very close. Hurtley is concerned about having a lot of cost coming at the Citizens of Evansville and do we need to do a rate case right now. We have not had an Electric rate case since 2012.

Water: The Walker & Almeron Projects, Almeron was removed to lower the cost and Cherry & Enterprise St, Cherry was removed to lower the cost. These will have to be refigured in at some point.

Motion to recommend to Council Budget Proposal: 3-0 Motion Carries

- g. Charter / Spectrum Communications pole attachment agreement discussion.** Charter/Spectrum wants to install fiber on 176 poles for stage 1. Charter has their attorney looking at the agreement once this is done Renly will bring it back to MSC for approval and then on to Council, the new agreement will be a one time agreement for all future use.

10. City Engineer Report

a. Sub-division / Development Update

The area off of Stonewood Ct, developers are working on permits, may start in about 2 weeks, the Porter Rd is also close and would like to get started very soon. They would like to completely close Porter Rd when it's constructed. Settlers Grove is moving forward, but is not going to starting this year.

b. Inflow and Infiltration Study (Placeholder)

Still waiting for a good rain to run the test

c. Water Quality (Placeholder)

Working on couple of items and testing procedures and working on known complaints and a live web survey on the city website. Also working on a directional flushing plan with Renly this will start with the next flushing cycle. Renly stated that the sample sent in came back with just manganese test, we asked them to test for a number of things, state lab said that it is \$500.00 per sample to run these test, Renly called the DNR and they will be talking to the state lab.

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

- **First & Second St Projects**

Continues to move along, concrete is set for this week or early next week. All pipe work is done, just road work is left to finish. Completion date is October 15, 2021.

- **Sidewalks**

This should be just about done, with the exception of the roundabout and the sidewalk in front of the DPW, as well as the path through Wind Prairie Park.

11. Administrative Staff's Report

a. West Side Park Progress (Placeholder)

MSA is now in their design studio, and will be coming back next month with some concepts and the intention is to get some public comments on those. Baker Street has started the study for the fund raising for the project.

12. WPPI

a. Amy Wanek – ESR Report

We had the Customer Appreciation Event on September 10th that went really well.

b. WPPI Annual Meeting Report

Talked about what the future will look like and a presentation on how customer may view their bill, that was very good.

The School District just completed a large lighting project that saved about \$23,000, they are a part of our School program, and they will be getting about \$8500 from WPPI.

Choose Renewable letters went out to customer that are already on the program to let them know that the cost went down. Looking to get billing inserts out to customers about Choose Renewable program. Wanek would like to go around to the business down town and talk to them about the Choose Renewable program.

Sergeant asked about the Holiday Lights, where the money is coming from, Wanek stated that there is about 13,000 from WPPI but will need to set aside some of it for Energy Star customer rebates. Brooke stated that he put in for \$4000 with Community Foundation of Southern Wisconsin-The Evansville Fund.

Brooke stated that one of the speakers at the annual meeting talked about work force and that there will be a 4% loss in workforce in Wisconsin between 2020-2030, which will affect the amount staff to climb poles, and how we are going to handle the changes happening in the industry. As we move forward we need to upgrade our inventory to handle these changes, Renly stated that we have been upgrading our transformers, and would like having a program in the future to budget these upgrades.

Lindroth stated that we have been working to have less customers on one transformer.

13. Old Business

None

14. New Business

Budget Meeting Thursday September 30, 2021

15. Upcoming Meeting Date, October 26th, 2021 at 5:00 pm

16. Adjourn: Ladick/Lewis 3-0 Motion Carries 6:22 pm

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.