

## NOTICE

**Municipal Services Committee**  
Regular Meeting  
Tuesday, June 28<sup>th</sup> 2022 at 5:00 pm

Meeting will be held in person at the City Hall, 31 S Madison St Evansville, WI.

## MINUTES

1. **Call meeting to order:** 5:07 PM
2. **Roll call:** Committee Chair Jim Brooks, Alder. Joy Morrison, and Alder. Ben Laddick.  
**Also in Attendance:** Donna Hammett, Chad Renly, Kerry Lindroth, Bill Lathrop, and Jason Sergeant.
3. **Civility Reminder**
4. **Motion to approve the agenda as presented.** Ladick/Morrison 3-0
5. **Motion to waive the reading and approve the minutes as printed from the May 31<sup>st</sup>, 2022 regular Municipal Services Committee meeting.** Ladick/Morrison 3-0 (with corrections. 8d and e)
6. **Citizen appearances other than agenda items.**
  - None
7. **Billing / Customer Service:**

Hammett reviewed arrearages and updated on disconnections:  
June 27<sup>th</sup> 60 Door knockers were hung  
June 28<sup>th</sup> 4 services were disconnected. By the end of the day only 2 were still off.  
There are still 2 off from April.  
30 days past due amount: \$103,909.45  
60 + days past due amount: \$40,978.48

  - a. **Quarterly review and discussion of staff approved sanitary sewer billing adjustments,**  
**(Jan, Apr, Jul, Oct).**
8. **Director's Report:**
  - a. **Parks and Recreation Report**

Getting ready for the 4<sup>th</sup> of July, a lot of mowing.

Renly stated that there have been some whiting events on the lake, this is calcium-carbonate from the sediment and it is not harmful and is a natural event, if there are calls from the public.

- **Warming House / Band Stand Stairs Update**

- b. TDS fiber cabinet easement locations discussion and possible motion to recommend approval to Common Council.** Renly provide pictures of possible sites for cabinet easement locations. MSC is ok with the sites, knowing this is just the start of the process. There is was no motion to recommend approval to Common Council at this time.
- c. Substation transformer update:** Renly updated everyone on the repairs to the transformer, he received the engineering inspection report, along with a \$68,000 change order for additional repairs. Renly sat down with Forrester to discuss possible solutions, because the utility cannot afford another \$68, 000. Renly talked about Black Earth utility and their need of a transformer. Black Earth is willing to pay for what the city has put into the transformer, plus the scrap value, then they would open an escrow account at a bank between Black Earth and Evansville, where they would put funds in for the remaining transformer repair cost. The question was asked when we need to replace the transformer at the substation. The plan is to go through the rate case using 2023 as our case year. As we start getting the funds for the UTL Substation project, we can also add a new transformer in the cost of this project. This project is a 3-year project, which includes the new southern rural loop. The plan to replace the transformer is to get it ordered next year which is estimated to be approximately \$550,000. We are hoping to have all the data together for filing the rate case the end of August.
- d. AMI Project (Placeholder)**
  - **Current AMI count remaining- Elec: 0 Water: 217**  
Communication Modules are here.  
Hammett will be sending out letters to customer to change out water meters on July 11, 2022. Hoping to start getting appointments and meters changed out.  
Renly wanted to discuss the CMAR that was discussed at the December 2021 meeting and presented to Common Council for approval. Renly realized that he put in the 2020 CMAR report in the MSC pocket but the 2021 CMAR report is what was discussed and approved at Council. MSC didn't feel there needed to be any action.

## 9. City Engineer Report:

- a. Sub-division / Development Update-** Porter Rd, the curb is poured, they will be waiting on pavement, sent Hartin out with a punch list to mark out for repairs.
- b. Inflow and Infiltration Study (Placeholder)-No Rain**
- c. Roadway construction & other project updates.**
  - **First & Second St Projects-** Holding off on second lift until they are ready to do the first lift on First St. Renly believes most of the punch list items have been completed.
  - **Liberty St Project-** Renly stated that the construction is going pretty smoothly. A random sewer connection that was right off of Madison St was found, there is the main sewer line and another sewer line adjacent that several houses on it. One house was taken off and the rest will stay on it. Renly believes it was most likely originally installed due to a lack of an acceptable pitch.

Roberts found a collapsed storm sewer at Maple St, Renly talked to Berquist about having it added to the project.

- **Sidewalk Projects-** Completed

**10. Administrative Staff's Report:**

- a. **West Side Park Progress Report (Placeholder)** - Council Approved it. Working on a borrowing plan. CCI was awarded the contract.

**11. WPPI:**

- a. Darren our new ERM has started Job shadowing for the next 2 weeks, and will come to the July MSC. Possibly trying to get Darren here before, to discuss all the residential solar installs going on and any other items we feel he should know about. There are about 41 active solar customers at this time.

**12. Old Business:**

- a. Uptown Flowers are doing well.

**13. New Business:**

- a. Ladick asked about a Tree Replacement Grant (on Liberty St) ATC possible has a grant program. Right now it is hard to get trees due to a shortage.

**14. Upcoming Meeting Date:**

**July 26<sup>th</sup>, 2022 at 5:00 pm**

**15. Adjourn:** Ladick/Morrison 3-0 6:04 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.*