

NOTICE

A meeting of the City of Municipal Services Committee will be held on the date and time stated below. Notice is further given that members of the City Council, Park & Recreation Board, or Plan Commission may be in attendance. Requests for persons with disabilities who need assistance to participate in this meeting should be made by calling City Hall at (608)-882-2266 with as much notice as possible.

City of Evansville **Municipal Services Committee**
Regular Meeting
City Hall, 31 S Madison St., Evansville, WI 53536
Tuesday, June 27 2023, 5:00 pm

MINUTES

1. **Call to Order:** 5:00 PM
2. **Roll Call:** Alder Joy Morrison, Alder Ben Ladick, Committee Chair Jim Brooks absent.
Also in Attendance: Donna Hammett, Leah Hurtley, Kerry Lindroth, and Nick Bubolz.
3. **Motion to Approve Agenda:** Ladick/Morrison 2-0 Motion Carries
4. **Motion to waive the reading of the minutes from the May 31, 2023 meeting and approve them as printed.** Ladick/Morrison 2-0 Motion Carries
5. **Civility Reminder**
6. **Citizen appearances other than agenda items listed:** None
7. **New Business**
 - A. **Quarterly review and discussion of staff approved sanitary sewer billing adjustments (Jan, Apr, Jul, and Oct).** July Meeting
 - B. **Disconnection Update:** Hammett reviewed disconnections, we had 2 disconnection dates this month due to training. First Disconnection was on June 22, 2023. We hung 55 door knockers, 7 services were disconnected, and all of them are back on at this time. Today we hung 20 door knocker for customer with DPA's due on the 25th, at the end of today there were 8 customer still on the list for disconnection on June 28th.
 - C. **Electric Rate Case Update:** Hearing is set for July 13, 2023 at 3:00pm. This is a video/phone hearing only. The public is welcome to make comment on the PSC website. Notice of Hearing was placed in this week's Evansville Review and will go with the utility bills as an insert.
 - D. **Discussion and motion to recommend to Council Wisconsin Help for Homeowners Vender Agreement.** Discussion and motion to recommend to Council the Wisconsin Help for Homeowners Vender Agreement, Ladick/Morrison 2-0 Motion Carries.
 - E. **Discussion on Application for Preliminary Land Division-Staff Report:** Some discussion and questions, Hurtley helped answer some questions.

-James Brooks, Committee Chair

- F. **Discussion and possible motion to recommend to Common Council for Ordinance 2023-07, Amending Chapter 26, Cemeteries in the Evansville Municipal Code.** Hurtley was present to talk about the first look at cemetery fees and reorganizing the ordinance, such as going through and cleaning up some of the language. There have been some inquiries about decorations for Mother's day, it will always accrue this time during the no decorations until 4 days prior to Memorial Day. Ladick stated that it was discussed last meeting but pushed it back to staff for more information. Hurtley will work with Fischer on this, get clarification on decorations and other parts of the ordinance. Hurtley will start putting together the changes. No Motion at this time.
- G. **Discussion on Cemetery Fees.** Discussion fees, and streamlining and clarification of the fees. We can only changes these fees in August of every year. 5

8. Administrative Staff Report

- A. **Parks & Recreation Report:** In Roberts absents Hammett Presented his report:

DPW has hired 3 summer help employees and a 4th will start soon. Most of the grass has gone dormant with the lack of rain so they have been busy doing other jobs that normally do not have time for like edging sidewalks, repairs, painting, flower garden maintenance and 4th of July prep. One of the summer hires has been watering every day all day to help the stressed out trees all over the city due to lack of rain. We have had an employee that wants to transfer to the WWTP from the street crew to fill the open spot. We will be interview him on July 7th. This would mean the DPW will have to hire someone to fill the street crew position.

- B. **Power Outage/Blips Update:** Lindroth stated that most of the outage have been from squirrels. There have been some equipment issue and we think that issue is fixed. We are always going to have issues with squirrels and other animals.
- C. **USIC Updates:** Lindroth stated that things are getting better, there were some issues that could have been really bad. Lindroth gets called a lot due to issues. He recommends that we hire an in house locator, someone in house would know everything about our system therefore less issues.
- D. **Update on Department / Director:** Job has been posted.
- E. **Update on 2023 Underground Project:** Lindroth stated that there was a walk through today, and it was going to start at 1st, but they are going to start at Union St and will work their way uptown.
- F. **AMI**

**1. AMI Updates Current AMI count remaining Elec: 0 Water: 2 meters
(1 Commercial and 1 Residential)**

9. City Engineer Report

- A. **Subdivision and Development Updates:** No updates.
- B. **Roadway Construction Updates:** Pavement is completed, there are still some parts of project that need to be completed before project is closed. Working on Sidewalk project on

-James Brooks, Committee Chair

Water St, will be discussing plan with Sergeant when he get back in the office.

- C. Lake Leota Dam Project Updates (Placeholder):** Jewel has been meeting with Historic Preservation Chair. There has been so back and forth about the design, hoping to have final design soon.

10. WPPI Report

- A. Update from Energy Services Manager:** In Jacobson's absents Hammett presented report.

- 1. **CTC Funds Discussion (placeholder):** No discussion

- 2. **NorthStar Update:** WPPI can start "kick-off" and discovery in August, shooting for a Go Live in Nov 23 to Jan 24 timeframe. Dawn Malinowski from WPPI send an introductory email to Hammett and Sergeant recently. Setting up a meeting soon to review and answer any initial questions. My Account and WPPI Website is part of NorthStar, there is a \$100.00 yearly fee. Hammett recommend that we get this as part of NorthStar conversion.

- B. Update on WPPI Orientation June 8th:** Had 2 office personal and 4 lineman go to this orientation. Evansville was well represented.

11. Old Business

- A. ~~Electric Rate Case Update.~~

- B. Aquatic Center, Splash pad, and Park Improvement Updates (Placeholder)-None**

12. Upcoming Meetings

- A. Tuesday, July 25, 2023 at 5:00pm**

13. Motion to Adjourn: Ladick/Morrison 2-0 6:20 pm