

## NOTICE

**Municipal Services Committee**  
Regular Meeting  
Tuesday, October 27th, 2020 5:00 pm

Due to social distancing guidelines this meeting will be conducted via web conference at: [meet.google.com/azn-xmxx-fyf](https://meet.google.com/azn-xmxx-fyf). The public may also use the teleconference option at +1 (650)-449-9224 then enter conference pin: 781 905 326#

### Minutes

**1. Call meeting to order.**

Brooks called the meeting to order at 5pm

**2. Roll call.**

Jim Brooks, Ben Ladick and Gene Lewis were in attendance. Also present were: Mayor Bill Hurtley, Ian Rigg, Chad Renly, Leah Hurtley, Brian Berquist, Kerry Lindroth, Dale Roberts, Jason Sergeant & Amy Wanek.

**3. Civility Reminder.**

**4. Motion to approve the agenda as presented.**

Ladick / Lewis Motion Passed 3-0

**5. Motion to waive the reading and approve the minutes as printed from the September 29, 2020 regular Municipal Services meeting.**

Ladick / Lewis Motion Passed 3-0

**6. Citizen Appearances other than agenda items.**

**a. Discussion and possible motion regarding a fine incurred for snow removal at 405 S Madison**

Renly started the conversation that he had had several conversations with a Becky Vangalder. Renly stated that she was watching the house for her daughter and was in the hospital at the time that the snow removal occurred. It appeared that the snow removal company had plowed the driveway but did not remove snow from the sidewalk as shown in the pictures provided by Renly. April Steindl was on the phone who owned the property and asked if anything could be done with the fine. Renly stated the City's concern is making the sidewalk accessible to the public especially for residents who may have mobility issues. Rigg suggested to April that she take the expense up with the plowing company that provided an incomplete service. The committee made the decision to not take any action therefore no motion was brought up and the fine will stand as is.

## **7. Customer concerns with potential motion to make billing adjustments.**

The packet included a list of utility accounts that had been adjusted for sewer credits by office staff. Ian stated that this will be added quarterly and is for the committees review purposes only and no motion is required. The list will be added into the MSC meeting packet quarterly.

## **8. Director's Report**

### **a. Parks and Recreation Report**

Renly stated that Ray has the bathroom closed with the exception of one for a reserved pavilion rental. The last bathroom will be closed after the weekend. Mowing has finished but Ray continues to work on leaves in the park.

### **b. Emergency Action Plan Section Addition – Load Shedding**

Renly reported that he is working to add an additional emergency load shedding plan into the City's existing EAP document. He stated that this plan includes the City's largest power users and puts a plan into place that will allow the City to shed electrical load from its system in order to help stabilize the grid in the event such action is necessary. Renly said that this plan could potentially prevent the City from being forced into a rotational circuit shutdown which would effect critical customers in order to prevent a potential total blackout.

### **c. AMI Project (Placeholder)**

#### **(1) Current AMI Count Remaining- Elec: 1 Water: 281**

Renly stated that the 1 remaining electric meter is still awaiting inspection. There is no change in water meters replacements due to COVID.

#### **(2) NorthStar Update**

Brooks gave an update on the upcoming switch to the NorthStar software. He had a conversation with Phil Hansen and discussed the potential timeline of the upgrade. They will have another discussion in June of 2021 to see where things are at. The plan as of right now is to start in the second half of 2021 or possibly bump it out to 2022.

### **d. Lake Leota Dam EAP/DFA Update**

Renly stated that he has been in contact with Jewell and Associates regarding the engineering drawings and is still on track with submitting the plans to the DNR in December. He also said that the DNR had sent an email showing their interpretation of the limits of the dam. Renly stated that de disagreed with the depiction and talked about the limits of the south westerly wall near the bridge structure. Renly will be proposing a change in the DNR's limit of what was consider to be part of the dam's critical infrastructure. Renly considers this area to be structurally significant to the earthen portion of the dam and should be considered in the dam's repair proposal as part of the grant.

### **e. Bridge Inspection (Placeholder)**

No changes to report at this time. The bridge inspections are still set to be done early in 2021.

**f. 5G Installation Update**

Renly stated that the current MLA (Master Lease Agreement) version has gone through the City Attorney, Renly made several small revisions and is now back in US Cellular's hands for a final review. Renly said that once he receives the MLA back from US Cellular he will clean the document up which would then proceed to MSC then to the Economic Development Committee and finally to Common Council for final approval and signing.

**9. City Engineer Report**

**a. Sub-division/development update**

Berquist said that things are wrapping up with existing developments. The 7<sup>th</sup> St extension has utilities being laid. Brooks asked Sergeant about what the current situation was regarding the last house at the end of Stonewood Ct. Jason stated that the deck overhang is encroaching into the City's sewer easement and that a door was placed in the back of the house which exceeded the lowest elevation allowed per approved plan. Jason said that a letter has been sent out and that the problems are being addressed.

**b. Inflow and Infiltration Study**

No change in information from prior meetings.

**c. Ranch View & Maas Property Update/Discussion**

Berquist stated that they are reviewing the development agreements for Ranch View development. Berquist also mentioned that 1<sup>st</sup> & 2<sup>nd</sup> St design is coming along. The survey work has been completed. The committee discussed going beyond City limits to meet Old HWY 92. Berquist & Renly will reach out to the Town of Union to discuss options for these areas. The Committee also discussed the placement of sidewalks, curb and gutter in these areas. Berquist recommended that the City build these facilities out and defer the assessment until such a time that those lots have been annexed into the City.

**10. Administrative Staff's Report**

**a. Motion to recommend to Common Council Resolution 2020-21 Resolution  
*Authorizing Chloride Reduction Program – Water Softener Rebate***

Ladick – Lewis Motion passed 3-0

**b. Capital Projects and Funding**

Rigg discussed two funding options pending the outcome of the referendum. If the referendum passes, the full amount of \$14 million will be borrowed from NAN (Note Anticipation Note) which would then refinance from NAN to smaller issuers later. Rigg & Renly will discuss options in more detail as more information becomes available. Rigg also talked about borrowing for the lift stations and Church St as well as a refinance in 2022 with a 20 yr. GO Bond. Brooks asked if the generator for City Hall was going to be included in the borrowing. Rigg stated that yes, it would be paid for by electric utility under customer service during an outage.

**c. Moratorium Update**

Rigg mentioned sending out a spreadsheet of delinquent account numbers for the Committee's review. Rigg also stated that overdue accounts can be placed on the 2020 tax roll but some will have to go straight to debt collection. Brooks mentioned

the \$4.5 Billion in potential additional aid that was being distributed to states. Wisconsin released \$47 Million for the Wisconsin Lighting Fund. Rigg said that staff has been talking with customers with delinquent accounts to try and point them in the direction of getting those funds but has been met with moderate success.

## **11. WPPI Report**

### **a. Amy Wanek**

Amy talked about various grants that are available. These grants could be used for things like renewable energy, electric vehicles and infrastructure as well as things like electric mowers. Amy also mentioned that there were funds still available in the community contributions. Brooks mentioned that he would like to have the available funds remaining on the next agenda for November.

Brooks discussed the potential for bond reform as part of the new administration. Brooks also mentioned the Chief Executive Virtual Coffee meeting that will be held on October 29<sup>th</sup>. He said that Mike Peters will be discussing organizational updates and Tom Moore will be presenting about government affairs and the upcoming elections.

## **12. Old Business**

None

## **13. New Business**

Ladick said that Sue White had reached out to him and had concerns regarding the sidewalk in front of their new house. Currently there is no sidewalk to either side of their property. Sergeant stated that it falls under the 51% improvement of the property's value rule. Mayor Hurtley said that he will discuss this more with the planning commission.

## **14. Upcoming Meeting Date, November 24th, 2020**

## **15. Adjourn**

Ladick – Lewis 6:11pm

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.*