

## NOTICE

**Municipal Services Committee**  
Regular Meeting  
Tuesday, November 24th, 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 a 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 October 27th, 2020 regular Municipal Services meeting.**

Ladick/Lewis Motion Passed 3-0

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

None

**7. Director's Report**

**a. Parks and Recreation Report**

Renly has been looking into various options for brining internet into Lake Leota Park. Renly stated that he has priced out options with US Cellular, Charter & AT&T. Cellular data was the most feasible option, however, the recommended Cradle Point with either cellular company required a cloud management Fee of \$1,200 per year plus equipment costs and data. Renly is leaning toward going with an individual hotspot and LTE based Cameras for security. While overall yearly cost of the options are similar, using dedicated devices requires a lower initial setup cost and less equipment to maintain overtime.

**b. Emergency Action Plan Section Addition - Load Shedding**

Renly stated that he has been working with the utilities largest power users to create individual action plans. Renly said that so far the only completed information to come back is Baker Manufacturing. He sent out an additional reminder to the other customers and will hopefully receive responses before the end of the year.

**c. AMI Project (Placeholder)**

**(1) Current AMI Count Remaining- Elec: 0 Water: 281**

Renly stated that the utility converted the last electric meter to AMI and is now complete. Water meters are still on hold for the time being due to COVID.

**d. Lake Leota Dam Update (Placeholder)**

Renly talked about Jewel and Associates working on the plans for the dam to submit to the DNR. He currently has a meeting set to meet with the structural engineer to go over the dams repairs.

**e. Bridge Inspection (Placeholder)**

No update, these are still expected to take place early Spring 2021

**f. 5G Installation – Update**

Renly went over a descriptive overview of the highlights in the Master Lease Agreement and explained why some areas of the agreement were removed. Removal of these sections give the City more flexibility and control over any future changes without requiring an entirely new MLA to be drafted. Renly mentioned that Mark Kopp has reviewed the agreement and stated that overall the agreement is fair and favors the City. Sergeant asked about previous discussions of adding verbiage into the MLA that was found to be lacking in the current City ordinance. Renly stated that certain aspects of the current ordinance do not apply to facilities installed on existing utility owned infrastructure and applies to applications of new Cellular owned structures being placed in ROW. Sergeant and Renly will discuss these details more as it relates to permitting and Planning Committee approval before the next Planning meeting.

**g. Motion to recommend to Common Council the approval of the MLA (Master Lease Agreement) with US Cellular for the installation of 5G small cell node pole attachments in Evansville.**

Ladick/Lewis Motion Passed 3-0

**h. New Utility Permit**

Renly stated that this new permit will give the City much more information than the existing permit gives currently. Renly mentioned that Mark Kopp had already looked over the document and had no issues with any of the new language. Brooks stated that as long as the City is gathering needed information he sees no issue with proceeding with its use.

**i. Council Chambers Virtual Meeting Space – Update**

Sergeant stated that the HVAC technician from RA Heating & Cooling came out to look at ways to reduce the amount of noise coming from the HVAC Unit located in the Judge's Chambers. Renly said he had received a quote from RA, their recommendation was to remove a section of duct from in-between the grille and furnace and replace with an insulated gooseneck. The total quote for this work was \$743.00

**j. Multimodal Pathway Signage & Roadway Markings**

Renly discussed the issue that was brought up at the November MSC meeting regarding a vehicle traveling down the new multimodal pathway. Renly said that there was existing signage located at every entrance of the pathway. However, the existing signs (no motor vehicles) may not be highly visible from the roadway to drivers until they are on the path. Renly showed several ideas that he would like to implement in the Spring including trail crossing signage as well as trail crossing specific painted hatching to help indicate to motorists of the trail location. This should help clear up any confusion to motorists that it's a trail and not a driveway or a roadway.

**k. Motion to recommend to Common Council the Sketchworks Architecture contract for the design and construction oversight of the municipal services garage extension.**

Renly began by discussing the that he had received quotes from both Sketchworks as well as Angus Young for the project. Angus Young had not made a comparable bid to Sketchworks given the parameters that were given to both companies. Sketchworks was much more detailed and stayed within the parameters that were given. After sifting through and comparing the two side by side, Sketchworks' quote came in much cheaper for the design and construction oversight of the Municipal Services building expansion project.

Ladick/Lewis 3-0 Motion Passed

**8. City Engineer Report**

**a. Sub-division / Development Update**

Berquist reported that Westfield is almost finished with the last phase of the development. The last section of the 7<sup>th</sup> St. extension as well as the Porter Rd. project is anticipated to be started in 2021 as part of the Windmill Ridge Development.

**b. Inflow and Infiltration Study (Placeholder)**

Nothing new to report

**c. Roadway Construction & Other Project Updates**

**i. First & Second St Projects**

Berquist stated that they are currently working on the concept drawings and getting them put together. Berquist & Renly are discussing the projects and will be talking with the Town of Union to discuss the areas that are beyond the City limits.

**ii. 6<sup>th</sup> & Badger Roundabout**

This is still being worked on as part of the above 1<sup>st</sup> & 2<sup>nd</sup> St projects.

**iii. Sidewalks**

Berquist said that the contractor was not able to get all of the repairs done in time. Moving forward the City will add any sidewalk work as a separate bid item from the contractors as part of the larger street reconstruction projects. The grinding along Maple & Madison St was completed, however, none of the ADA ramps were fixed.

## **9. Administrative Staff's Report**

### **a. Non-Collectable Utility Accounts Review**

Renly stated that the total number of tenant accounts was \$21,398.89 and the total number of owner accounts was \$37,352.34 bringing the total amount sent to tax roll to \$58,751.23. Brooks said that he would like to continue to see this list continue as an ongoing agenda item.

## **10. WPPI Report**

### **a. Amy Wanek**

Wanek mentioned that Stoughton Trailers is discussing large scale PV for their plant locations. She will be collecting energy data and have it ready for a future meeting with them to discuss. Wanek also stated that she has been in contact with the Highschool to discuss grant money to potentially improve or repair the existing geothermal system that is no longer working. The committee discussed the 2021 Action Plan, the committee reviewed the existing 2020 Action plan and discussed what could be added. Wanek will be working on drafting the new 2021 Action plan and have it completed before the new year.

Wanek supplied a spreadsheet with the available funds left for 2020. The committee discussed where the remaining funds should go. The breakdown of those funds is as follows:

#### Community Funds: \$1,500 remaining

\$500 – ECP

\$500 – Creekside

\$500 – Chamber of Commerce

#### Economic Development Funds: \$1,000 remaining

\$1000 to be paid to AWARE to provide lunches for school kids

#### Customer Service & Branding: \$11,922.69 remaining

It was decided that the parking lot lights at Creekside as well as the Montgomery Parking Lot lights would be replaced with more efficient LED lights. After the cost of the new light heads the remaining balance would go to Recharge.

### **b. 2021 WPPI Legislative Rally March 1<sup>st</sup> & 2<sup>nd</sup>**

Brooks state that the APPA legislative Rally will be held virtually in 2021 due to COVID. If anyone would like to register for the two day event emails must be sent to Rebecca Kraemer at WPPI no later than Friday, January 8<sup>th</sup>. Brooks stated that during the virtual meetings 1-2 people will be nominated to speak at each meeting to discuss our agenda topics. The agenda and other information for the event can be found at the following link: <https://www.publicpower.org/event/legislative-rally>

**11. Old Business**

None

**12. New Business**

None

**13. Upcoming Meeting Date, December 29th, 2020 5:00 pm**

**14. Adjourn**

Laddick – Lewis at 6:35pm

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.*