

Municipal Services Committee
Regular Meeting
Tuesday, May 26, 2020 5:00 pm

Due to social distancing guidelines this meeting will be conducted via web conference at: 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 to Order.** Brooks called meeting to order at 5:00 pm.
2. **Roll Call.** Brooks and Ladick were present. Also present were: Rigg, Lindroth, Berquist, Hurlley, Renly, Roberts, Sergeant, Neely, and members of the public.
3. **Civility Reminder.**
4. **Agenda.** Motion to approve the agenda as presented. Ladick / Brooks. Motion passed 2-0.
5. **Minutes.** Motion to waive the reading and approve the minutes as printed from the April 28, 2020 regular Municipal Services meeting. Brooks noted an error on Section 9A that plastics should read PVC and the misspelling of ductile iron. Ladick / Brooks. Motion passed 2-0.
6. **Citizen Appearances.** Residents at 411 Liberty Street were in attendance. They spoke on the sewer back up that occurred on Friday, May 22, 2020. There was damage to the carpet and the base of their walls in the finished basement. Renly said that the crews noticed a grease ball clogged the sewer line. There is no one point of origin that can be found for this grease clog. Rigg asked the crews to video the whole line to check for any concerns in the sewer main. Brooks stated that typically the City does not pay for repairs or clean up unless there is a question on maintenance, our actions or structural failures. Brooks asked the department to do some more investigation and the residents to send their invoices for next meeting at which time it will be discussed again.
7. **Customer concerns.** Discussion and possible motions for billing adjustments.
 - a. **Sewer Credits.** Motion to approve credits as presented by Administration in the amount of \$115.50. Senn/Brooks. Motion passed 2-0 on roll call.
 - b. **Uncollectable Bills.** Rigg presented a list of bills that were administratively waived due to the amounts being too small to process. Rigg also presented a sheet of larger bills for next month that are much larger but cannot be collected through debt collections, tax assessment or other legal barriers.
8. **Director's Report**
 - a. **Parks and Recreation Report.** Park bathrooms are open. Summer help has started. Renly ordered "Away with Geese" system for about \$2,800. Renly spoke with other communities using the system and they reported success in reducing the population.
 - b. **AMI Project (Placeholder).** AMI Meter counts remain mostly the same due to COVID restrictions. One more electric upgrade has been ordered leaving only 2 meters in question. Rigg stated that once the moratorium is lifted, new notices will be sent. Some

service upgrades may be hampered due to COVID and contractor availability right now.

- c. **Lake Leota Dam EAP/DFA Update.** No updates on the DFA. The dam grant was received by the DNR and is ready for ranking.
- d. **Bridge Inspection.** Nothing to report.
- e. **Road Safety Report.** Renly went over the road safety report that was complete on Friday May 22, 2020. The report shows the need to redesign a few intersections and make alterations to parking along Main Street from 1st to Maple Street. The committee accepted the findings and asked Renly to present this in a shorted report to the Economic Development Committee.
- f. **Substation Update.** The timeline for the new station has been moved to mid-July. Renly and Lindroth spoke about how our crews installing the new substation would be a good learning opportunity with the engineers present. Brooks asked if the MEUW safety training officer would like to visit the location, Renly would ask. The cost to contract the installation is about \$39,000 and if the City does the installation it would be \$13,000 plus labor costs.
- g. **Electric Mowers.** Renly reported some of his findings from testing and evaluating the efficiency of going to electric mowers. There is evidence to suggest that going to an electric mower would save the City operational costs while creating a larger upfront capital costs. The committee would like Renly to proceed and present this within the 2021 budget for further discussion.
- h. **PVC Water Mains.** Renly said that he has a meeting with a representative of a PVC pipe company to discuss with staff how to thaw frozen PVC water mains. What tools are needed to thaw out a PVC pipe needs to be considered. The Committee had no other issues with using PVC. Rigg confirmed with the Committee that if Renly is satisfied with the options available for thawing a frozen PVC, the City can incorporate PVC in its development plans moving forward. The Committee affirmed.
- i. **5G Installation Update.** Renly said that he is ready to submit the applications and contracts to the next step. Sergeant asked if the poles could be moved inward from the corner for pedestrian crossing and visibility.
- j. **Flood Control.** Renly informed the committee the City should remove a tree at no cost to a private property owner because is now laying in Allen Creek. As part of flood control the crews would just drag it out of the creek, cut it up, and then haul it away.
- k. **Electric Territory.** Renly said that Alliant wants to give the City a small part of its territory. One utility customer is 5,000 feet away from the next Alliant customer but 500 feet from an Evansville electric customer. Alliant needs to replace the line and the costs are too large to justify keeping the customer. Renly said he was going to pursue it but it would have to go through the Public Service Commission first. The Committee took no formal action but agreed with Renly's decision, noting that Alliant would pay for the installation costs.

9. City Engineer Report

- a. **WWTP (Placeholder)** –Berquist said this can come off now the project is finished.
- b. **Sub-division/development updates.** Berquist reported that the end of Badger Drive is being rebuilt into a hammer head style intersection. Staff looked at an in ground booster station for water. Baker manufacturer makes these types of boosters.
- c. **Inflow and Infiltration Study.** Not much has occurred.

- d. **Sidewalks.** Berquist said that they received only one bid for sidewalk replacement in 2020.

10. Administrative Staff's Report

- a. **Water softener program.** Rigg had nothing to add at the moment.
- b. **Resolution.** Motion to recommend to Common Council Resolution 2020-15, Fee Schedule – Sewer Credits. Rigg stated that he tried to take previous conversations at the time the ordinance was being drafted and incorporate them into the fee schedule. Rigg also noted that this resolution would negate much of the Committee's voting on sewer credits moving forward. Brooks made a few suggestions in regarding the terms and language within the resolution. Ladick/Brooks. Motion passed 2-0.
- c. **10 Year CIP.** Rigg gave a quick outline of the current Capital Plan and its impact on the budget and tax base. Rigg asked that the City Engineer re-evaluate the amount of impervious surface certain business have to determine the City's total ERU count so future rates can be set accurately.
- d. **Moratorium and DPA.** There is no news to report. MEUW has asked the PSCW to end the moratorium soon. Brooks said he will be getting an update in the following morning.

11. WPPI Report

- a. **Recharge Program.** Brooks stated that the City has \$9,200 to provide the community in a variety of ways that are impactful during this crisis. One suggestion was giving it to some non-profits that are losing money due to events being canceled. Neely said that some communities are creating small business loans with the funds. The Committee will review and discuss further next meeting.
- b. **Rate Stabilization.** Brooks said that WPPI is looking to use form funds to slow the high demand charges from increasing during the COVID crisis.
- c. **REO Settlement.** WPPI was a plaintiff in a 2016 lawsuit that resulted in a 2019 judgment. The money will be used to assist in lower on demand charges during the summer months.
- d. **Written Report.** Neely did not present a written report. Neely spoke on the Recharge Program and a meeting the following morning to discuss returning back to work in the office.

12. Old Business. None.

13. New Business. Rigg mentioned Kerry Lindroth is now the acting Foreperson for the Electric Department. The City will resubmit advertisement for the position in the coming month. Committee and staff thanked Jon Senn for his service on the Municipal Services Committee.

14. Reminder. Upcoming Meeting Date, May 26, 2020

15. Adjourn. Motion to adjourn. Senn/Ladick. Motion approved 3-0 at 6:27 p.m.

James Brooks, Committee Chair

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