

## 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, February 20, 2024 5:00 pm

## AGENDA

1. Call to Order
2. Roll Call
3. Motion to Approve Agenda
4. Motion to Waive the reading of the Minutes from the January 20, 2024, meeting and approve them as printed.
5. Civility Reminder
6. Citizen Appearances
7. New Business
  - A. Quarterly Review and Discussion of Staff Approved Sewer Adjustments (Jan, Apr, Jul, Oct) (Placeholder):
  - B. Disconnection/Tax Roll Update (Placeholder):
  - C. North Star “My Account” Information:
  - D. Discussion and Motion to Approve Disconnection Policy:
  - E. Discussion and Possible Approval of High School Yearbook Sponsor Ad.
  - F. Discussion on Ice Age Trail Community Application.
8. Administrative Staff Report
  - A. Parks & Recreation Report (or placeholder)
  - B. NorthStar Training Update:
  - C. Discussion about February 8, 2024 Storm
9. City Engineer Report
  - A. Subdivision and Development Updates
  - B. Roadway Construction Updates

C. Lake Leota Dam Project Updates (Placeholder)

10. WPPI Energy Service Manager Report

11. Old Business

A. Aquatic Center, Splash pad, and Park Improvement Updates (Placeholder)

12. Upcoming Meetings

A. Tuesday, March 26, 2024 at 5:00pm

13. Motion to Adjourn

*-James Brooks, Committee Chair*

City of Evansville **Municipal Services Committee**  
Regular Meeting  
City Hall, 31 S Madison St., Evansville, WI 53536  
Tuesday, January 30, 2024, 5:00 pm

**MINUTES**

1. **Call to Order:** 5:00 PM

2. **Roll Call:** Committee Chair Jim Brooks, Alder. Joy Morrison, Alder. Ben Ladick.

Also in Attendance: Scott Kriebs, Donna Hammett, Dianne Duggan, Kerry Lindroth, Jason Sergeant, Dale Roberts, Brian Berquist

3. **Motion to Approve Agenda:** Ladick/Morrison 3-0

4. **Motion to Waive the reading of the Minutes from the November 28, 2023, meeting and approve them as printed:** Ladick/Morrison 3-0

5. **Civility Reminder**

6. **Citizen appearances:** None

7. **New Business**

**A. Quarterly review and discussion of staff approved sewer adjustments (Jan, Apr, Jul, Oct) (Placeholder): 11-1190-04-Request for several months water softener issue.**

Review and discussion. Brooks suggested that a policy should be looked at to limit the number of months that can be reviewed for sewer credits. The committee approved the \$361.80 sewer credit.

**B. Disconnection/Tax Roll Update (Placeholder):**

**a. Discussion and approval of balance write offs.** Hammett explained that both accounts were prior to June 30, 2020. That date was what Town of Union agreed to previously. Approved 3-0

25-6360-14-\$231.81 Deceased

25-1105-04 \$5681.23-Back Billing can't be tax rolled.

**C. Discussion and possible action on Customer complaint Riley Rd:** During the discussion, it was acknowledged that there was a communication breakdown during this situation. As a result, Evansville Water & Light will pay the customer \$206.41. This would have been the cost of sending 2 Lineman and equipment out. Approved 3-0.

**D. Discussion and motion to recommend to Finance and Labor Relations revised Water Plant Operator Position Description:** Kriebs reported that virtually the only task that was added to the position was performing water locates. **Motion to recommend to Finance and Labor,** Morrison/Ladick 3-0.

**E. Energy Independence Team:** Will be meeting on January 31, 2024 to work on the joint project with the Cities of Edgerton and Milton.

## **8. Administrative Staff Report**

- A. Parks & Recreation Report (or placeholder):** Ice Rink was open for a short while, but has now closed. Anderson has been helping with snowplowing.
- B. NorthStar Update (Placeholder):** Hammett reported that the NorthStar training has begun, along with the parallel billing in both NorthStar and Civic. NorthStar will be up and operating on February 1<sup>st</sup>.

## **9. City Engineer Report**

- A. Subdivision and Development Updates:** Punch list items are still being addressed for Windmill Ridge. All other projects have been in limbo due to winter and should start back up as spring arrives. Porter Road will be expanded another 600 feet.
  - B. Roadway Construction Updates:** There will be a meeting with staff this week to discuss the Walker and Almeron Streets' projects. Bids are projected to go out in March.
  - C. Lake Leota Dam Project Updates (Placeholder):** Engineers and the DNR are meeting to work out some design questions. The DNR has been reviewing the plans and may have them done next week.
- 10. WPPI Energy Service Manager Report:** Brooks let the High School know that there will still be a Scholarship available. Also, there are a few pending solar projects going on.

## **11. Old Business**

- A. Aquatic Center, Splash pad, and Park Improvement Updates (Placeholder):** While the Contractor had been behind schedule, the project is now back on track for opening on May 21, 2024. While there are issues with furniture delays, the internet has been hooked up.
- B. CHS:** Sergeant mentioned that CHS has started to inquire about adding solar as part of their project to help make the board happy by reducing costs. WPPI and Forster will meet to find out how this will impact the utility, as it may have an impact on the utility rates. Brooks indicated that more information would need to be gathered to ensure that the current customers are being protected. Sergeant shared that CHS has been very transparent during this process.

## **12. Upcoming Meetings**

- A. Tuesday, February 20, 2024, at 5:00pm-**Meeting moved up a week due to APPA Rally in DC.

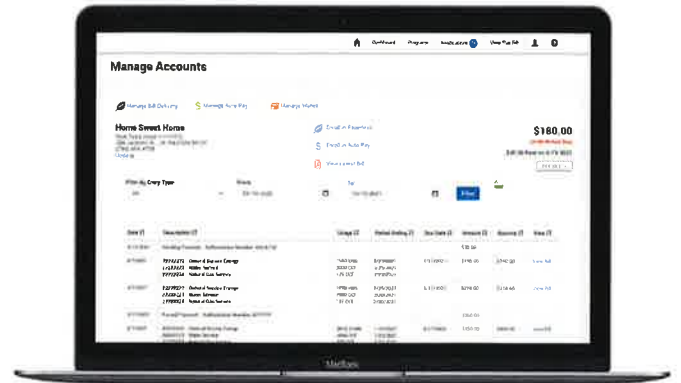
## **13. Motion to Adjourn: 5:54 PM Morrison/Ladick 3-0**

# TAKE ACTION

## BILLING AND ENERGY MANAGEMENT

### ALL IN ONE PLACE.

With MyAccount, you have the ability to view your energy and water use and pay your bill online. You can spot trends, track your usage, and even receive alerts. Includes easy online bill pay, too.



### DATA AND ALERTS WHEREVER YOU ARE

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### TRACK AND COMPARE USAGE

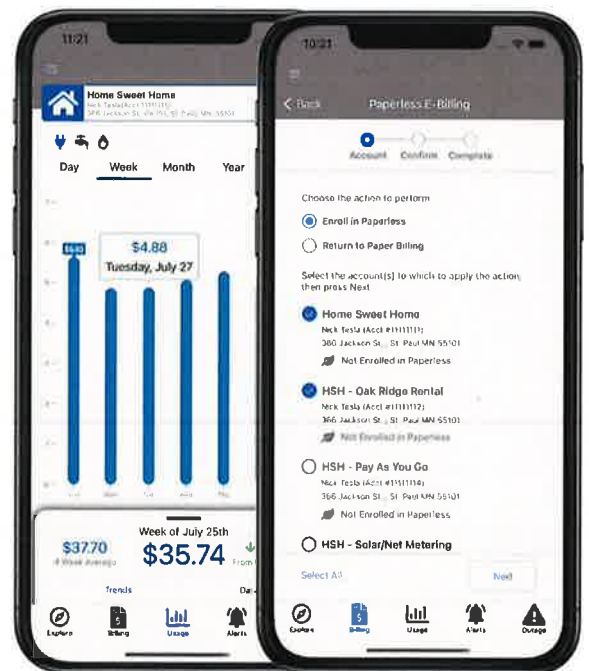
Compare usage to previous time periods, weather conditions and similar homes in your neighborhood.

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Set saving goals, compare different rate plans, and see what works best for your usage.



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At Evansville Water & Light, we join forces with other local, not-for-profit utilities through WPPI Energy to share resources and lower costs.

# GET STARTED WITH MYACCOUNT

Now you have the ability to view your energy and water use and pay your bill using our online management tool. Setting up MyAccount is quick and easy. Follow the steps below and you will be ready to take control of managing your energy and water use.

## GET STARTED

Go to [myaccount.evansvillewi.gov](http://myaccount.evansvillewi.gov) and click on the MyAccount button. Click on "Create an Account." Complete the enrollment form with your utility account name and account number, exactly as they appear on your bill.

## VIEW AND PAY YOUR BILL

See your current and past billing history. Securely pay your bill using a credit card or bank account. Even easier, sign up for Auto Pay and paperless billing.

## MANAGE YOUR DATA

After you have successfully created your MyAccount account you will be able to spot trends, track your usage and even take part in energy-related alerts and challenges.



**GET STARTED TODAY! VISIT MYACCOUNT.EVANSVILLEWI.GOV**



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At Evansville Water & Light, we join forces with other local, not-for-profit utilities through WPPI Energy to share resources and lower costs.

## Disconnection Policy

### Disconnection Process

- ~~Residential and commercial customers must have a past due amount greater than \$40.00 to be disconnected.~~
- Residential and commercial customers are disconnected for past due bills of \$60.00 or more past due.
- ~~Residential customers are disconnected for bills 60 days past due.~~
- ~~Commercial customers are disconnected for bills 30 days past due.~~
- Mailed notices **Disconnection Notices will be mailed** are sent no less than 10 calendar days prior to the disconnection date.
- As a courtesy, the city will place reminder cards **notices** on the main entry of the building to be disconnected (not the preferred entry of the customer) 24- 48 hours before disconnection.
- Services will be disconnected starting at ~~10:00am~~ **11:00 am** on the date noted on the disconnection notice.
- Once City staff have been sent to disconnect the meter, service ~~may~~ **will** be disconnected, **if payment is received after city staff has been sent out, the customer must pay a \$40.00 reconnection fee along with the disconnection amount.** ~~even if payment was received prior to actual disconnect but after 10 am~~ **11:00 am** on the date of disconnection.
- ~~If a customer signs a DPA, payments must be made by the due date or service shall be disconnected that following day if the date falls within the disconnection date range.~~
- ~~After receiving first disconnection notice, if a customer's payment is returned for NSF, the customer's service will be disconnected without further notice, if within 48 hours of the disconnection date.~~
- ~~After receiving first disconnection notice, if a customer's payment is returned for NSF 48 hours past the disconnection date, a new disconnection notice of no less than 24 hours will be placed upon the physical location of the delinquent account.~~
- When a disconnection creates a concern for the safety of City staff, the City Administrator or Municipal Services Director may provide an alternative solution.

# **Flaming Arrow Yearbook Business Sponsors Ad Information**

Business owners in our community have several effective ways to advertise. We would like to inform you of sponsorship opportunities appearing in this upcoming edition of the Evansville High School yearbook. Once again we are asking local businesses, such as your own, to contribute and receive marketing space in our annual yearbook. By advertising in the yearbook, you can reach more than 550 high school students and their families with your business' name, location and your message. As always, thank you to all who have supported us in previous years.

## **Business Ad sizes and prices:**

\$200 = 1/4 page

\$100 = 1/8 page

\$50 = 1/16 page

## **How to purchase your business ad:**

Email Mrs. LeFave [yearbook@ecsdnet.org](mailto:yearbook@ecsdnet.org) all of the information that is on the **back** of this form, and mail a check to EHS for the appropriate amount. If you would like to buy a yearbook as well, please add an additional \$50.

If you have any questions, please feel free to email me at [yearbook@ecsdnet.org](mailto:yearbook@ecsdnet.org)

All ads must be submitted by **March 1st**. Please let me know if you would like an extension.

Sincerely,  
Flaming Arrow Yearbook Staff and Advisor Carmen LeFave  
[yearbook@ecsdnet.org](mailto:yearbook@ecsdnet.org)

THANK YOU FOR SUPPORTING YOUR LOCAL YEARBOOK!





**ICE AGE TRAIL**  
**COMMUNITY APPLICATION**



### **What is the Ice Age Trail Community?**

The Ice Age Trail Alliance's Trail Communities program is designed as a symbiotic relationship between the Ice Age Trail Alliance (IATA) and communities near the Trail which enhances awareness of the Ice Age National Scenic Trail (IANST) and improves the quality of life in communities throughout Wisconsin.

Initially, a Trail Community may expand to include broader regions. This program will formalize existing partnerships as well as establish a template that can be used to build partnerships in the future.



# *Ice Age Trail Community* **Application**

## *Criteria*

A strong community application will include the following:

- An application committee comprised of elected officials, Chamber of Commerce (or related group), businesses and local Ice Age Trail Alliance chapter representatives.
- The community supports the Ice Age Trail Alliance and Ice Age Trail is evident.
- Language for the protection of the Ice Age Trail is included in local land use plans, planning tools, ordinances, and/or guidelines. Or demonstrate support to amend change or add to such plans.
- Involvement with the Ice Age Trail Alliance or Ice Age Trail with a local school including participation, or willingness to participate in, a Saunters program or service-learning event.
- Willingness to host a volunteer-based event such as a Mobile Skills Crew event, local chapter hike(s) or trailwide events.





*Prior to filling out the following application, please contact the Ice Age Trail Alliance with questions or concerns, at 608.798.4453 or amy@iceagetrail.org.*

**1) Community information**

Town \_\_\_\_\_

City \_\_\_\_\_

Community Name \_\_\_\_\_

**2) Contact information of community representative**

Name \_\_\_\_\_

Title \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_

State \_\_\_\_\_

Zip \_\_\_\_\_

Phone \_\_\_\_\_

E-mail \_\_\_\_\_

**3) Contact information of lead volunteer**

Name \_\_\_\_\_

Title \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_

State \_\_\_\_\_

Zip \_\_\_\_\_



A photograph of a dense forest with tall, thin trees and bright green foliage, serving as a background for the title.

# *Ice Age Trail Community Application*

- 4) Please include all application committee members, including contact information and affiliation with the community.**
  
- 5) Describe community event(s) or plans for event(s) that may include the Ice Age Trail Alliance and Ice Age Trail.**
  
- 6) Are there existing land protection, management, or development projects that may benefit the Ice Age Trail? Please describe.**





# *Ice Age Trail Community Application*

7) **Attach any documents or links referencing language for the protection of the Ice Age Trail in local land use plans, planning tools, ordinances, and/or guidelines. Or, describe demonstrated support to amend change or add to such plans.**

8) **Describe why your community should be selected as an Ice Age Trail Community. What can the program do for your community? What can your community do for the Ice Age Trail?**

9) **What expectations does your community have of the Ice Age Trail Alliance?**



# Ice Age Trail Community Application

10) Please check the hiker services available in your community. (Check all that apply)

Service	Not Available	On The Trail	1-5 Miles From The Trail	6-10 Miles From the Trail	Not Applicable
Lodging					
Camping					
Outfitter					
ATM's					
Hiker Friendly Restaurants					
Laundry					
Grocery					
Showers					
Pharmacy & Medical Services					
Library					
Internet Access					
Post Office					
Public Restrooms					
Discounts for Hikers					
Signage for IAT					
Kiosks about IAT					

11) Please describe any of the hiker services mentioned above. You are also encouraged to send pictures if possible. (Please rate each)





**12) What is your community's state of action for each of the following?**

Action	Not interested/sure. NA	Thinking about it	Definitely Getting Ready to Do This	Started Taking Actions	Already Doing This
Our community has strong partnerships with public land agencies.					
Volunteer leadership for the IATA in our community is committed.					
New IATA volunteers have stepped up recently.					
Our community offers community-led hikes on the IAT.					
We have made trail protection a priority.					
Our community regularly donates to the IATA.					
We partner with the IATA on programs.					
The IAT is included in our community brochures.					
Information about the IAT is included on our website.					
Community events have a focus on the IAT.					
Our community offers clear communication about the IAT to audiences through websites, signage, newsletters, etc.					

**13) The IATA frequently hosts trainings, meetings and conferences. Please list any facilities in your community that can host a group of 40 people or more.**





# Ice Age Trail Community Application

**14) Please describe the condition of the access points for the IAT. List any planned improvements that may be needed.**

**15) Please list the schools actively engaged with using the Ice Age Trail as an educational resource. Include grades and number of youth.**

**16) Please check all of the following your community has:**

- |  |   |
|--|---|
| <input type="checkbox"/> Visitor or Community Center   | <input type="checkbox"/> Shuttle services from IAT to town and vice versa |
| <input type="checkbox"/> Comprehensive plan and zoning ordinance (Please send in with application) | <input type="checkbox"/> Public transportation to airports                |
| <input type="checkbox"/> Downtown beautification plan (Please send in with application)            | <input type="checkbox"/> Car rental or taxi service                       |
| <input type="checkbox"/> Strategic marketing plan (Please send in with application)                | <input type="checkbox"/> Farmers Market                                   |



*Thank you for your support of the Ice Age Trail Alliance!  
Please contact us at 608.798.4453 or [amy@iceagetrail.org](mailto:amy@iceagetrail.org) if you have any questions.*

**Save**

**Submit**





Memorandum of Understanding

Between

Ice Age Trail Alliance and \_\_\_\_\_

This Memorandum of Understanding (MOU) is entered into by and between the Ice Age Trail Alliance, a 501(c)(3) non-profit organization, located at 2110 Main Street, Cross Plains, WI 53528, hereinafter referred to as IATA, and \_\_\_\_\_ located at \_\_\_\_\_, hereinafter referred to as Trail Community.

Purpose: The purpose of this MOU is to promote the natural and cultural heritage of Wisconsin along the Ice Age National Scenic Trail as a destination for visitors who increasingly ask for outdoor experiences and places to enjoy nature.

Statement of Mutual Interests and Benefits: IATA is dedicated to conserving, creating, maintaining and protecting a 1,200-mile footpath tracing glacial formations across the state, providing opportunities for people to connect with the Wisconsin landscape. The Trail Community adjoins the Ice Age National Scenic Trail (IANST), which offers basic tourism amenities and can be marketed as a nature-based tourism destination, resulting in local economic stimulus and increased public awareness of the natural and cultural heritage of Wisconsin.

This MOU is established between IATA and Trail Community to help each other accomplish mutually beneficial objectives:

- A. Educate local businesses of the value of the IANST as an economic resource.
- B. Enable both parties to apply for targeted grants to assist in the community's efforts towards nature-based tourism development, economic development and trail-related infrastructure development through the development of promotional products, educational resources and/or signature events.
- C. Increased usage and awareness of the IANST and IATA, attracting more eco-tourists to local communities.
- D. Promote responsible tourism development within the community and support the IANST and IATA.

In consideration of the above premises, the parties agree as follows:

IATA Shall:

1. Promote the Trail Community and businesses as destinations through its website and other media.
2. Engage its local chapter as a conduit for community support.
3. Offer outreach materials to the community such as brochures, newsletters, posters, displays, etc.
4. Provide information on hiking opportunities near the community which can be reproduced and distributed to visitors to Trail Communities.
5. Provide periodic guided hikes that pass through the Trail Community.
6. Provide support at local festivals or other community events to encourage interest in the IAT and IATA when possible.

