

NOTICE

A meeting of the 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, August 27th, 2024, 5:00pm

MINUTES

1. **Call to Order:** 5:01 PM
2. **Roll Call:** Committee Chair, Jim Brooks, Alder Cory Neeley, Alder Lita Droster.

Also in Attendance: Donna Hammett, Scott Kriebs, Jason Sergeant, Darren Jacobson, Brian Berquist, Dianne Duggan, Jeremy Timmons
3. **Motion to Approve Agenda:** Neeley/Droster 3-0
4. **Motion to Waive the reading of the Minutes from the July 30th, 2024, meeting and approve as printed:** Neeley/Droster 3-0 with changes to 7B,7C and 9B.
5. **Civility Reminder**
6. **Citizen Appearances:** Jeremy Timmons of 349 Almeron St. Mr. Timmons would like to pour his own apron to his driveway, because he is going to have to redo his whole driveway soon. If he is unable to do this, he wondered there could be asphalt instead as a start and do the concrete later when he redid his whole driveway. Berquist stated that it normally a like for like, meaning if it concrete now it needed to stay concrete. Berquist stated that he would discuss it with everyone and get back with Mr. Timmons tomorrow with an answer.
7. **New Business**
8. **Electric and Water Utility**
 - A. **Monthly Usage and Outage Reports:** The monthly Electric and Water total usage with provided. Outages have consisted of animals and trees mostly. Neeley asked how outages are kept track off. There is a notebook at the shop, that is used to record the outage, than Lindroth enters the information into the APPA system.
 - B. **Billing Adjustments and Disconnects:** Hammett went over the August disconnection numbers, disconnected 13 services, hung 103 door knockers, by the end of the day there were still 5 service off. As of today, there are 4 services still disconnected, one service is occupied in which was reconnected due to the heat warnings, the other 3 were empty residents.
 1. **Discussion and Motion to Recommend to Finance and Labor IVR Technology- Automated Calling Agreement for Disconnects:** Hammett presented an Automated Calling Agreement for Disconnects. Background was give of the amount of door knockers they are hung each for disconnects and the

amount of time and crew that it takes to do this every month. In August there were 103 24-hour door knockers hung with at least 5 crew members helping, starting at 11am and finished at 2pm. The cost of the “Outbound Calling” is \$250.00 a month. It was pointed out by Sergeant that this is not in the budget for this year, and that he has concerns of phone numbers not being correct or a customer getting missed. Hammett explained that of the system was unable to leave a message or connect there will be a list of those, and we can hang door knockers for those. The committee would like more information, Hammett is instructed to contact other utilities about the use of Outbound Calling to find out how this is working for them. Committee also requested if there could be a trial period for the Outbound Calling. No Motion.

- C. **Capital and Major Project Updates:** the EVA rebuild bid is in and Kriebs is working with Forrester on it. The Uptown Project have one more service to cut over, and that is scheduled for September 7, 2024, and then the clear up will be done and the project closed out.
- D. **Pole Inspections:** Kriebs has scheduled Pole Inspections, and have finally gotten pole tags in to go on the poles as an ID. The inspection will be starting on September 18, 2024, Kriebs will be drafting a notice to post on the website.
- E. **Discussion about LSL Application:** Lead Service lateral replacement tracking form. Kriebs put together this form to track being done by preferred contractors other than the one working with Town and Country. Brooks word like more wording about what the form is for, re: LSL spelling out Lead Service Lateral, needs plain text stating what the form is for.

F. **WPPI Energy Service Manager Report:**

August 7, 2024, had the quarterly Energy Intendance Meeting, toured the Police Station.

Met the New School Superintendent, hoping that this will be the start of rebuilding a new relationship with the School District. August 18, 2024, there was the member Management Roundtable in Cuba City, Kriebs and Brooks attended, this is an opportunity for utility managers to talk about issue that come up in their communities. Brooks stated that there was some topics that came up, there were 2 communities that were hit with 5 figure check fraud, they believe it was someone at a vender that the checks were sent to was taking the checks and cashing them and at this time both are having issues getting the money back. The other item was staffing, with staff retiring. Mike Peterson talked about power supply and contracts that are ending and finding that the cost has gone up from the last time the contacts were done. Jacobson’s boss is part of a study looking into different power source and cost. Possibles talk of large-scale solar projects in some communities. This at the very early stages.

September 12, 2024, the Customer Appreciation Event at 15 Old 92 from 4:00-6:30.

Neeley asked how many residential solar installations in Evansville this year. Jacobson stated that there hasn’t been as many as the prior year, there been about 5 or 6 this year.

-James Brooks, Committee Chair

The WPPI Annual meeting is September 19th, with the board meeting the next day. Wisconsin Dells at the Wilderness.

9. Public Works

- A. **Wastewater Utility Updates:** Report enclosed; Tomlin highlighted a few days where the flow rate was very high due to the rain. There is planning to expend the treatment plant for CHS.
- B. **Stormwater Utility Updates:** All the rain we have had has brought forward all the stormwater drainage issues we have had. We are working are way through that.

1. **Dam Update:** Fencing will be installed this week.

C. **City Engineer Report:** Walker St will be paved next week Tuesday. The pipe work on Almeron has one day to finish up (tomorrow) and road work will be start tomorrow also. The sidewalks on S Madison St are being worked on. Currently working with staff on some slowing working developments. Had an inquiry of the MAAS farm. Settlers Grove revival is slow working through the process.

Droster asked about the letters that were going out to residential on Almeron about the private lateral, they were told that they were going out last week, but they haven't received them yet. Berquist stated that he would investigate this and get back to her.

~~D. Capital and Major Project Updates~~

10. Parks & Recreation Report

- A. **Warming House Stabilization Study/Master Agreement with Destree Architects:** The study is underway with Destree, will consist of what Public Work can do to fix the Warming House and what is need for the other buildings.

The Park roads with be closed to vehicle traffic tomorrow, the road tear up will be started tomorrow, and the paving will start next week.

11. Old Business

12. Upcoming Meetings

- A. **Tuesday, September 24th, 2024, at 5:00pm**

13. Adjourn: 5:55pm

-James Brooks, Committee Chair