

NOTICE

A meeting of the City of Evansville Municipal Services Committee will be held at the location, on the date, and at the time stated below. Notice is further given that members of the Finance and Labor, Public Safety, Plan Commission and Economic Development Committee 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, November 25, 2025, 5:00 p.m.

AGENDA

1. Call to Order
2. Roll Call
3. Motion to Approve the Agenda
4. Motion to Waive the reading of the minutes of the October 28, 2025 regular meeting and Approve them as printed.
5. Civility Reminder
6. Citizen appearances
7. New Business
 - A. Discussion and Possible Motion to Recommend to Common Council Resolution 2025-21, Amending the Fee Schedule for Park Fees and Administration Fees
 - B. Hail Damage Update
8. Electric & Water Utility
 - A. Project Updates
 - B. Monthly Reports
 1. Electric Reports
 - a. Usage & Outages
 - b. Disconnections
 - c. 2025 Tax Roll
 2. Water Usage
 - C. WPPI Energy Report
9. Public Works
 - A. Wastewater Utility
 1. Quarterly Sewer Credits
 - B. Stormwater Utility

C. City Engineer Report

D. Cemetery Report

E. Parks and Recreation Report

10. Old Business

A. Possible Discussion of Responsible Bidding Criteria

11. Next Meeting Dates:

A. December 30, 2025 at 5:00 p.m.

B. 2026: January 27, February 24, March 31, April 28, May 26, June 30, July 28, August 25, September 29, October 27, November 24, December 29

12. Adjourn.

Cancelled

MINUTES

1. **Call to Order:** Corridon called the meeting to order at 7:00 p.m.

2. **Roll Call:**

Members	Present/Absent	Others Present
Aldersperson Ben Corridon	P	Scott Kriebs, Municipal Services Director
Aldersperson Lita Droster	P	Dale Roberts, Public Works Foreperson
Aldersperson Abbey Barnes	P	Jason Sergeant, City Administrator
		Kerry Lindroth, Water & Light Foreperson

3. **Motion to Approve the Agenda by Barnes, seconded by Droster. Motion passed 3-0.**

4. **Motion to Waive the reading of the minutes of the September 30, 2025 regular meeting and Approve them as printed by Barnes, seconded by Droster. Motion passed 3-0.**

Corridon noted that Darren Jacobson was at the previous meeting but wasn't listed.

5. **Civility Reminder:** Corridon issued a reminder that all City Business shall be conducted with civility and decorum.

6. **Citizen appearances:** None

7. **New Business**

A. **Motion to Recommend to Common Council the Union Townline Substation (UTL) Structure and Material Package to MVA Power in the amount of \$312,273.75 by Corridon, seconded by Barnes. Motion passed by Roll Call 2-1, with Droster opposed.**

Motion to set aside previous motion by Corridon, seconded by Barnes. Motion passed 3-0.

Motion to Recommend to Common Council the Union Townline Substation (UTL) Structure and Material Package to Tatman Associates for \$332,731.00 by Barnes, seconded by Droster. Motion passed by Roll Call 3-0.

B. **Motion to Recommend to Finance and Labor Relations the Revised Line Worker and Foreperson Position Descriptions by Barnes, seconded by Droster. Motion passed 3-0.**

Sergeant explained that this is designed to eliminate 1 of the 3 different pay scales and bring the electric lineworkers onto the City Pay Philosophy.

C. **Motion to Recommend to Finance and Labor Relations the Revised General Laborer Position Descriptions by Barnes, seconded by Droster. Motion passed 3-0.**

Sergeant explained that this would bring Public Works employees to a graduated Pay Philosophy scale based on years of service. After first 2 years of experience gained, the employee would increase a grade level.

D. **Discussion on 2026 Capital Improvement Plan (CIP):** Sergeant shared the options between option A and B, with Longfield Street Project and purchases of plow truck and police car.

E. Motion to Recommend 2026 Utility CIPs Option A to Finance and Labor Relations by Barnes, seconded by Droster. Motion passed 3-0.

F. Hail Damage Update: Kriebs shared that the shelter at Larson Acres Park and Well 3 have started getting new roofs.

8. Electric & Water Utility

A. Project Updates: Kriebs shared updates on projects including Cherry Street, Kwik Trip, and Settler's Grove.

1. Center Bay Transformer Oil Test Results: Kriebs explained the reports show that the transformer is aging.

B. Monthly Reports

1. Electric Reports

a. Usage & Outages: There was a discussion on the outage for the human accident.

b. Disconnections: Kriebs shared that there weren't too many. Committee members asked to have the report emailed to them.

2. Water Usage: no discussion

C. WPPI Energy Report

1. Discussion and Motion for Staff Assignment of Remaining Value of Local Utility Funds (VLU) for 2025.

Discussion concluded with issuing funds to Chamber of Commerce, AWARE, Care Closet, and ECP specifically for 2026 4th of July Celebration.

9. Public Works

A. Wastewater Utility

1. CMAR: Kriebs shared the comments that were received on the submitted report.

2. Quarterly Sewer Credits

B. Stormwater Utility: Kriebs shared that there is nothing to report.

C. City Engineer Report: Kriebs shared the updates that Berquist had sent.

1. Railroad Crossing Update: Sergeant shared the updates for the 3 railroad crossings.

D. Cemetery Report: Kriebs shared that there is nothing new for the cemetery and the water has been turned off.

E. Parks and Recreation Report: Kriebs shared that the roofs are starting to get replaced, bathrooms at the parks have been winterized except for Larson Acres and Countryside due to soccer schedule.

10. Old Business: None

11. Next Meeting Dates:

A. November 25, 2025 at 5:00 p.m.

12. Adjourn: Corridon adjourned the meeting at 8:17 p.m.

CITY OF EVANSVILLE
RESOLUTION #2025-~~21XX~~

Amending the City of Evansville's Fee Schedule- Parks and Recreation

WHEREAS, Wisconsin Statutes section 66.0628(2) holds, "Any fee that is imposed by a political subdivision shall bear a reasonable relationship to the service for which the fee is imposed;"

WHEREAS, the last adjustment for fees was March 2016 for Picnic Shelter Rentals;

WHEREAS, the last adjustment for fees was December 2008 for Athletic Fields;

WHEREAS, the City has seen an increase in the cost to upkeep the Athletic Fields and Shelters;

NOW, THEREFORE, BE IT HEREBY RESOLVED by the Common Council of the City of Evansville that the City of Evansville's Fee Schedule is amended, effective upon adoption, as follows:

		Current Rate	New Rate
86-5/86-7	Commercial/Noncommercial Use of Park		
	Picnic Shelter Rental		
a.	Resident	\$35.00	\$70.00
b.	Non-Resident	\$65.00	\$130.00
c.	Profit Organization	\$100.00	remove
86-6	Athletic Field Rental		
a.	Single day (Resident)	\$55.00	\$70.00
b.	Single day (Non-Resident)	\$110.00	\$125.00
c.	Single day (profit organization)	\$165.00	N/A
d.	Multi day tournament (Resident)	\$110.00	N/A
e.	Multi day tournament (Non-Resident)	\$220.00	N/A
f.	Multi day tournament (profit organization)	\$330.00	N/A
g.	Season (Resident)	\$220.00	
-h.	Season (Non-Resident)	\$275.00	
i.	Season (profit organization)	\$660.00	
	League: up to 13 weeks scheduled games/practice (Resident)		\$600.00
	League: up to 13 weeks scheduled games/practice (Non-Resident)		\$1050.00

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	<u>League: 14 to 17 weeks scheduled games/practice (Resident)</u>		<u>\$800.00</u>
	<u>League: 14 to 17 weeks scheduled games/practice (Non-Resident)</u>		<u>\$1450.00</u>
	<u>League: 18+ weeks scheduled games/practice (Resident)</u>		<u>\$1000.00</u>
	<u>League: 18+ weeks scheduled games/practice (Non-Resident)</u>		<u>\$1850.00</u>
	<u>Field Lights/Outlet Usage Fee</u>		<u>\$25.00/occurrence</u>
	<u>Field Lights/Outlet Multi-Day Event (3-5 days) Usage Fee</u>		<u>\$50.00</u>

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Passed and adopted this 9th day of December, 2025.

Dianne C. Duggan, Mayor

ATTEST:

Leah L. Hurtley, City Clerk

Introduced: 11/18/2025
Adopted: 12/09/2025
Published: _____

Shelter Rentals: Last update to fees Resolution 2008-26							
	Columbus (5429)	Berlin (5607)	Milton (5778)	Evansville (5819)	Edgerton (6138)	Waupaca (6231)	Propose:
Resident	\$60.00		75/120	\$35.00		\$60.00	\$70.00
Non Resident	\$75.00		125/220	\$65.00		\$80.00	\$130.00
Deposit	\$100.00	\$100.00	100/125	\$100.00	\$100.00	\$80.00	\$100.00
Weekday R		\$75.00					
Weekday NR		\$100.00					
Weekend/Holiday R		\$100.00					
Weekend/Holiday NR		\$150.00					
Veterans Park-Veteran R			\$80.00				
Veterans Park-Non-Veteran R			\$100.00				
Veterans Park-Veteran NR			\$160.00				
Veterans Park-Non-Veteran NR			\$200.00				
					\$189.13		
Half Shelter R					\$241.88		
Half Shelter NR					\$241.88		
Whole Shelter R					\$321.00		
Whole Shelter NR							

Ball Diamond Rentals: Last fee update 2008-26						
		Union Grove (5241)	Berlin (5607)	Evansville (5819)	Slinger (6443)	Proposed:
Single Day Resident				\$55.00		\$70.00
Single Day Non-Resident				\$110.00		\$125.00
Single Day Profit				\$165.00		Remove
Multi-day tournament Resident				\$110.00		Remove-single day rate
Mult-day tournament Non-Resident				\$220.00		Remove-single day rate
Multi-day tournament Profit				\$330.00		Remove
Season Resident				\$220.00		below
Season Non-Resident				\$275.00		below
Season Profit				\$660.00		Remove
Deposit		\$100/per field	\$100.00	\$100.00	\$100/\$250 pending park	\$100 (remains the same)
Leagues: 13 weeks scheduled games			\$650 (1 B F), \$550 add BF			\$600.00
Leagues: 13 weeks scheduled games (Non-Resident)						\$1,050.00
Leagues: 14-17 weeks scheduled games			\$800 (1 BF), \$650 add BF			\$800.00
Leagues: 14-17 weeks scheduled games (Non-Resident)						\$1,450.00
Leagues: 18-21 weeks scheduled games			\$1000 (1 BF), \$800 add BF			\$1,000.00
Leagues: 18-21 weeks scheduled games (Non-Resident)						\$1,850.00
Sports Field Resident		\$100/2hrs per field				
Sports Field Non-Resident		\$150/2hrs per field				
Tournament/Special Event					\$500/day or \$1000 /Day	
Baseball/Softball per game					\$150/game no deposit	
Practice Field Rental					\$75/hour no deposit	

City of Evansville Staff Report

Date Prepared: 11-17-2025

For: Park Board (11-18-2025)
Municipal Services (11-25-2025)
Common Council (12-9-2025)

TO: Committee and Alder for Consideration

PREPARED BY: Scott Kriebs

SUBJECT: Park Fees

Synopsis: Athletic Field fees have not been touched since 2008 and Shelters were updated in 2016. The 2016 budget for Parks and Recreation was \$134,797. The budget for 2025 was \$220,919.

We need to take a look at the fees and the costs of maintaining the parks and recoup some of the cost of maintenance. The total maintenance and upkeep for the Athletic Fields is approximately \$17,400 per year. The amount collected from local organizations to use the fields was \$1070. The plan is to simplify the Field rentals by going to either a single day or the League fees, based on the lengths of the seasons. The average for a 13-week League would be roughly \$46/week. We would like to remove the separation of Non/Resident rate for the Leagues. By going to a standard rate, the organizations would no longer need to submit a roster of participants with addresses to determine the Non/Resident rate.

We looked at communities that are similar to population size of Evansville and what they charge and designed the rate structure to line up similarly.

City Staff has also been asked to propose a usage fee to gain access to the outlets. This would also apply to access the Ball Diamond Lights.

Looking Forward: Looking forward we are wanting to set the parks up for success and closer to budgetary independence.

Committee Options: Adopt the rate structure as proposed, adjust the proposed rates, or leave as is.

Recommended Motion: *Motion to Recommend to Common Council the proposed Park Fee schedule.*

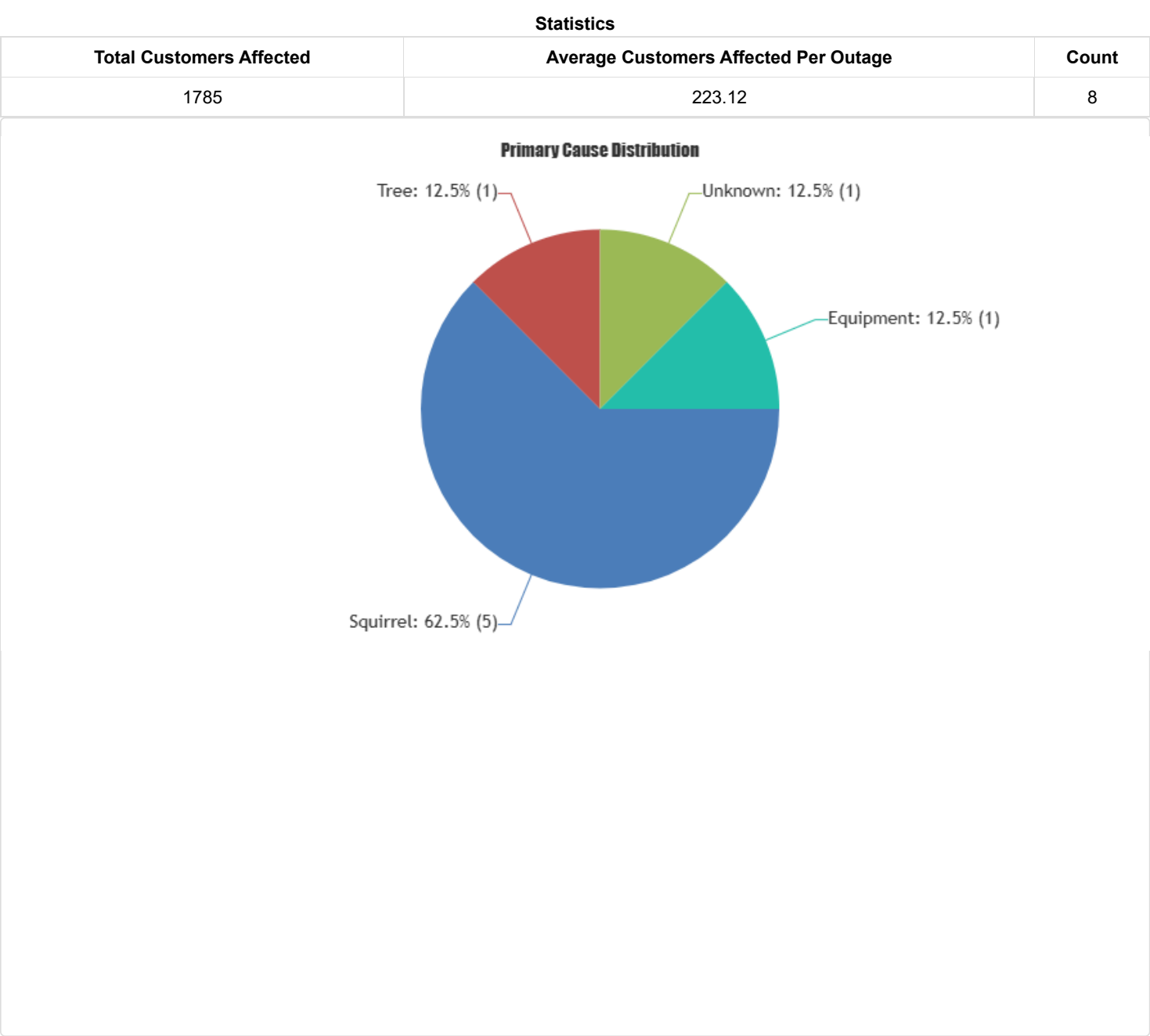
Common Council Options: Accept the Park Board recommendation.

Recommended Motion: *Motion to adopt the adjusted fee schedule as put forth by the Park & Recreation Board.*



By Rate Class

Rate Class	OnPeak Usage	Standard Usage	OffPeak Usage	Total Usage	Billed Demand	Distribution Demand	PCAC Revenues	Tariff Revenues	Total Revenues
Cp1				254,409.000	1,086.190	1,424.760	-3,078.35	35,029.87	31,951.52
Cp1 TOD	83,949.000		118,574.000		756.130	918.770	-2,450.55	25,736.00	23,285.45
Cp2	643,549.000		681,442.000		3,647.740	4,139.350	-16,032.40	149,640.90	133,608.50
Cp3	507,910.000		534,425.000		4,026.830	4,026.830	-12,612.26	128,963.86	116,351.60
Gs1	0.000			608,519.000			-7,346.54	89,178.83	81,832.29
Gs2	9,806.000		16,284.000				-315.69	3,877.89	3,562.20
Ms1							-156.16	1,066.37	910.21
Ms2							-8.23	570.00	561.77
Ms3				21,575.190			-261.06	6,909.86	6,648.80
NO BILL-E							0.00	0.00	0.00
Rg1	0.000			1,941,907.000			-24,652.36	293,015.90	268,363.54
Rg2	13,049.000		35,254.000				-547.10	6,631.55	6,084.45
	1,258,263.000		1,385,979.000	2,826,410.190	9,516.890	10,509.710	-67,460.70	740,621.03	673,160.33



Cause	Count
Squirrel	5
Tree	1
Unknown	1
Equipment	1

IEEE 1366 Statistics Report

Event Count: 8

ASAI (percent)	99.78924
CAIDI (minutes)	142.4829
SAIDI (minutes)	71.54205
SAIFI (number of interruptions)	0.5021097

DISCONNECT DATE **20-Nov** Commercial Only

	Disconnection Notices	Sevices Disconnected	DPA's On File	VOICE SHOT	End of Day
RESIDENTIAL	0	0		0	
COMMERCIAL	16	0		7	0
				1 Door Knocker	

Residential Services Still off
1 Empty resident -confirmed by owner

Disconnections were not preformed do to limited staff
Also work on a Car vs Pole

2025 Delinquent Utility Account Transfer to Tax Roll

City of Evansville	Count	Total Dollars
Active Tenants	9	\$ 1,204.96
Active Owners	5	\$ 1,611.28
Final Tenants	24	\$ 11,679.37
Final Owner	15	\$ 3,055.99
Total	53	\$ 17,551.60
Union Township	0	\$ -

2023 TAX ROLL	Before Disconnection Policy change
City of Evansville	\$ 35,506.89
Union Township	\$2,368.39

192,343	2,898	78,591	52,861	968,392	49,521	7,419		1,352,025

COMM	RUR COMM	IND	MUNI	RES	MUTI FAM	RES SUB	IRRIGATION	TOTAL SALES
MEASURED IN CU FT								IN CU FT

Sewer Credits for the Municipal Services Committee

Average
usage

Date	Account Number	Total Overage Amount	Percentage Used	Credit Amount	Reason for Credit	
7/21/2025	2816-10	4050	75%	\$ (218.70)	Running Toilet	560
7/21/2025	1956-10	705	75%	\$ (38.07)	Toilet issue-fixed	550
8/12/2025	2295-10	2463	100%	\$ (177.34)	Contractor left hose running	209
8/25/2025	3881-10	1367	75%	\$ (73.82)	Running Toilet	633
8/28/2025	3014-10	1302	75%	\$ (70.31)	Bad Water Softener	385
9/16/2025	2313-10	610	100%	\$ (43.92)	Outside faucet	710
			100%	\$ -		
			100%	\$ -		
			100%	\$ -		
			75%	\$ -		
			75%	\$ -		
			75%	\$ -		
			100%	\$ -		
			75%	\$ -		
				\$ -		