

City of Evansville **Municipal Services Committee**
Regular Meeting
City Hall, 31 S Madison St., Evansville, WI 53536
Tuesday, March 25, 2025, 5:00 p.m.

MINUTES

1. Call to Order: Brooks called the meeting to order at 5:00 p.m.

2. Roll Call:

Members	Present/Absent	Others Present
Aldersperson Jim Brooks	P	Scott Kriebs, Municipal Services Director
Aldersperson Lita Droster (arrived 5:24 p.m.)	p	Julie Roberts, City Treasurer
Aldersperson Ben Corridon	P	Dale Roberts, Public Works Foreperson
		Nick Bubolz, Town & Country
		Dianne Duggan, City Mayor

3. Motion to Approve the Agenda by Corridon, seconded by Brooks. Motion passed 2-0.

4. Motion to Waive the reading of the minutes of the February 18, 2025 regular meeting and Approve them as printed by Corridon, seconded by Brooks. Motion passed 2-0.

5. Civility Reminder: Brooks issued a reminder that all City Business is to be conducted with civility and decorum.

6. Citizen appearances: None

7. New Business:

A. Discuss RFP for Garbage Disposal and Recycling: There was discussion about some of the complaints and concerns. It was decided that it would be beneficial to do an RFP to see what options are available with something similar to what the service currently is.

B. Motion to Recommend Fiscal Policy Handbook by Corridon, seconded by Brooks. Motion passed 2-0.

Kriebs explained that this will have a cash-on-hand amount that will trigger a rate-case with the PSC to ensure that a rate-case doesn't go too long without happening in the future. Brooks confirmed that this concept has been the ask for some time.

C. Motion to Approve attendance at the APPA Business and Financial Conference by Brooks, seconded by Corridon. Motion passed 2-0.

There was some discussion about the different Conferences and Scholarship opportunities through WPPI. It was mentioned that Brooks is the recipient of the Spence Vanderlinden Outstanding Public Servant.

D. Motion to Recommend Windmill Ridge Subdivision Plat by Corridon, seconded by Brooks. Motion passed 2-0.

There was discussion and added a note that there would be an addition of a Trail for Recreational Use, south end of the property but north on the plat map that would be in case the land beyond lot 43 would remain undeveloped.

8. Electric & Water Utility

A. Monthly Reports

1. Usage & Outage Reports: Kriebs explained rate classification for the electric services and explained the outage reports.

***Droster arrived at 5:24 p.m.**

2. **Disconnection Report:** Kriebs shared with the Committee the current numbers. Voiceshot will be used this year to make contact for disconnections. Doorknockers will be used for the first shut off and then only if Voiceshot can't make contact with a customer via phone.

B. Discuss RFP for Land Surveying: Kriebs explained that during the APPA Conference there was discussion with Stoughton about how they had done an RFP for having a surveyor to complete the easement recording. Discussion concluded that it would be good idea to put together an RFP for the project.

C. Utility Billing Policy: Kriebs walked through the updates to the Policy.

D. WPPI Energy Report

Kriebs shared that there are some updates that Darren Jacobson had provided. There had been a billing review completed at Larson Acres that needs further follow up. Evansville High School will be completing another review of the schools. The High School has been installing LED lights with funds that had been donated to them from Evansville Water & Light. There was some additional discussion about a photography project and having a Representative attend the May Common Council meeting to talk about Public Power.

1. **VLU Funds:** Droster shared that there was a request from the Evansville Education Foundation, but no specific project. Brooks had talked with the Tourism Commission about using some of the funds for wrapping the Utility Boxes. Kriebs shared that there was a request to be a Sponsor of the City of Evansville's Youth Baseball Program, which met with approval from the Committee.

E. Daupler Dispatch Service Switchover Update: Kriebs shared that Daupler is still working on the build out of the program but will be getting marketing information to Kriebs to share on Social Media and the Website.

9. Public Works:

A. Wastewater Utility: Roberts explained that the chloride levels seem to have been high for the last few months. The hope that the levels start coming down as the levels have been higher than the limits allowed. Roberts' also shared that if CHS doesn't build a lift station on County M, there are some pumps that will need to be replaced at a cost of \$26,000 in the next year or two.

B. Stormwater Utility: There have been no issues due to the lack of rain.

C. City Engineer Report: Bubolz gave a May 5th start date for the Cherry/Mill/Railroad project. The Porter Road project is slated to start mid-May to June timeline to start the project. The Public Hearing for the Cherry/Mill/Railroad/Francis/Garfield/Madison/Brown School Roads' is scheduled for the April 8th Common Council meeting. There was additional discussion about the form that will be sent to offer the Residents' the opportunity to replace their utility laterals and have the cost be assessed as part of the Street's project.

10. Parks and Recreation Report: Kriebs explained that Public Works is working on some updates to Playground Equipment. There was additional discussion about accessibility, both in availability and options. There was additional discussion about the vandalism that occurred in the bathrooms at Larson Acres and Leonard Leota Parks.

11. Old Business

- A. **Motion to Approve or Recommend Utility Account Policy Handbook to be effective April 21st, 2025 by Corridon, seconded by Droster. Motion passed 3-0.**

12. Next Meeting Dates: April 29, 2025 at 5:00 p.m.

13. Adjourn: Brooks adjourned the meeting at 6:37 p.m.