

## NOTICE

**Municipal Services Committee**  
Regular Meeting  
Tuesday, January 25<sup>th</sup>, 2021 at 5:00 pm

Meeting will be held in person at the City Hall, 31 S Madison St Evansville, WI. Public may also attend virtually at [meet.google.com/wje-xuct-mbr](https://meet.google.com/wje-xuct-mbr), or by teleconference at +1 (315)-801-9407 then enter conference pin: 863 831 330#

## AGENDA

1. Call meeting to order
2. Roll call.
3. Civility Reminder
4. Motion to approve the agenda as presented.
5. Motion to waive the reading and approve the minutes as printed from the December 28<sup>th</sup>, 2021 regular Municipal Services Committee meeting.
6. Citizen appearances other than agenda items.
  -
7. Review of sanitary sewer billing adjustments. (Jan, Apr, Jul, Oct)
  - a. Quarterly review of the staff approved sanitary sewer credits.
  - b. Review of the current arrearages.
8. Director's Report
  - a. Parks and Recreation Report
  - b. AMI Project (Placeholder)
    - (1) Current AMI count remaining- Elec: 0 Water: 231
  - c. Lake Leota Dam Repair Update (Placeholder)
  - d. Municipal Services building expansion progress report. (Placeholder)
  - e. Cemetery Columbarium Discussion
  - f. UTL Substation Transformer Update
9. City Engineer Report
  - a. Sub-division / Development Update
  - b. Inflow and Infiltration Study (Placeholder)
  - c. Water Quality
    - LSL (Lead Service Laterals) DNR 2022 Funding
  - d. Roadway construction & other project updates.
    - First & Second St Projects
    - Sidewalks

10. Administrative Staff's Report

- a. West Side Park Progress (Placeholder)

11. WPPI

- a. Amy Wanek – ESR Report
- b. Upcoming Events / Meetings
  - DSAG (Distribution Services Advisory Group) Feb 8<sup>th</sup>
  - APPA – CEO Round Table Feb 14<sup>th</sup> & 15<sup>th</sup>
  - Finance & Audit Committee Feb 23<sup>rd</sup>
  - EC Committee Feb 24<sup>th</sup>

12. Old Business

13. New Business

14. Upcoming Meeting Date, February 22<sup>nd</sup>, 2021 at 5:00 pm

15. Adjourn

James Brooks, Committee Chair

*Please turn off all cell phones and electronic devices before meeting commences. If you have any special accessibility issues, please contact Evansville City Hall at 608-882-2266 prior to the scheduled meeting. Thank you.*

## NOTICE

### Municipal Services Committee

Regular Meeting

Tuesday, December 28<sup>th</sup>, 2021 at 5:00 pm

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## MINUTES

1. **Call meeting to order: 5:01 PM**
2. **Roll call.** Committee Chair Jim Brooks, Alderman Ben Ladick, Alderman Gene Lewis. Also in attendance: Bill Hurtley, Brian Berquist, Nick Bubolz, Jason Sergeant, Colette Spranger, Amy Wanek, Chad Renly, William Wasing, Bill Lathrop.
3. **Civility Reminder**
4. **Motion to approve the agenda as presented.** Ladick/Lewis 3-0
5. **Motion to waive the reading and approve the minutes as printed from the November 30<sup>th</sup>, 2021 regular Municipal Services Committee meeting.** Ladick/Lewis 3-0
6. **Citizen appearances other than agenda items.**
  - None
7. **Review of sanitary sewer billing adjustments. (Jan, Apr, Jul, Oct)**

Billing adjustment review will be provided next month.
8. **Director's Report**
  - a. **Parks and Recreation Report**

Park road is closed for the Season
  - b. **AMI Project (Placeholder)**

Renly reported that there are talks of change in the time frame for communication modules for water meters, possibly available by summer but no quantities given. We can move forward with the Northstar conversion but with the number of meters that still need to be changed, it would equate to a large amount of additional staff time during the billing process. Each meter that has not been upgraded to AMI would require additional steps to be taken during billing. Renly will be talking with WPPI within the next month to see where things are at with the meters.

(1) **Current AMI count remaining- Elec: 0 Water: 231**

No change in count.
  - c. **Lake Leota Dam Repair Update (Placeholder)**

Nothing new
  - d. **Municipal Services building expansion progress report. (Placeholder)**

Work is done for the season. Building materials are expected to be ready in July.

**e. CMAR Grading Results**

We received an excellent grading from the DNR.

- f. Equipment Changes-** A plow and harley rake were in the budget and the snow pusher was taken out due to budget constraints. The front-end loader's existing snow pusher is in bad condition. Roberts was able to obtain a plow quote at a lower cost along with the trade in of the sweeper bucket we would be able to get all 3. Also, Anderson would like to replace a mower instead of getting the Electric Gator. Sergeant stated that this will need to go before Council to approve the changes to the budget.

**9. City Engineer Report**

**a. Sub-division / Development Update**

Brian met with the developers regarding Porter Rd and is working with them to begin work this coming spring.

**b. Inflow and Infiltration Study (Placeholder)**

Nothing new to report at this time.

**c. Water Quality**

• **Test Results & Recommendation**

Berquist summarized the water quality memo that was sent out, nothing new was discovered. Manganese and iron were present in the testing results and was below the health safety levels but above the aesthetic level. Polyphosphates are added to sequester the iron and manganese and may be adjusted. Over time it collects on the side of the water pipes and can dislodge which is most likely to be the cause of the discolored water. Discolored water reports have been sporadic and have no specific geographic anomalies that would indicate one specific area of concern. The recommendation is to optimize the use of polyphosphates and to implement a more stringent directional flushing protocol starting this spring.

**d. Roadway construction & other project updates.**

• **First & Second St Projects**

The project is done for the year, they will come back in the spring to finish the remaining items.

Working on the design of Liberty St, main survey is complete, hoping to open bidding in March 2022.

• **Sidewalks**

Completing the final assessment report, will do a walk through in the spring to see if anything needs to be done.

**10. Administrative Staff's Report**

**a. West Side Park Progress (Placeholder)**

Park Board selected to 2 concepts, the concepts moving forward is 2 exiting Soccer Fields, adds a full-size baseball field and a full-size softball field.

- b. Motion to recommend the land division of a residential lot, parcel 6-27-965, into two residential lots.** Ladick/Lewis with Brooks motion to amend and recommend that the applicant request annexation of the street section along the property. On Amendment 3-0, on the motion 3-0. This will be going to Plan Commission.

11. WPPI

**a. Amy Wanek – ESR Report**

Evansville Water & Light Customers saved 75KW and 406000kWh through Focus on Energy programs in 2021

**b. APPA Rally – Washington DC Feb 28<sup>th</sup> – March 2<sup>nd</sup>**-There are about 5 people going

**c. Upcoming Events / Meetings**

- **APPA Joint Action Conference Jan 9<sup>th</sup> – 11<sup>th</sup>**
- **MEUW Expo & Conference Jan 12<sup>th</sup> – 14<sup>th</sup>**
- **Distribution Services & Joint Purchasing Meeting Jan 12<sup>th</sup>**
- **Finance & Audit Committee Jan 26<sup>th</sup>**
- **EC Committee Jan 27<sup>th</sup>**

12. **Old Business**

Business owners are concerned about the Snow Emergency parking Example parking near the Night Owl on E Main St.

13. **New Business**

14. **Upcoming Meeting Date, January 25<sup>th</sup>, 2021 at 5:00 pm**

15. **Adjourn:** Ladick/Lewis 3-0 5:42pm

James Brooks, Committee Chair

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Sewer Credits for the Municipal Services Committee						Average usage
Date	Account Number	Total Overage Amount	Percentage Used	Credit Amount	Reason for Credit	
10/15/2021	14-3120-07	734	75%	\$ (36.88)	Running Toilet	843
11/1/2021	14-2920-00	1416	75%	\$ (71.15)	Runing Toilet	200
11/9/2021	29-0100-02	1382	100%	\$ (92.59)	Running outside hose	933
11/9/2021	31-0025-01	234	75%	\$ (11.76)	Toilet running	400
11/11/2021	29-7790-03	2946	75%	\$ (155.77)	Running Toilet	610
11/12/2021	16-8350-04	427	75%	\$ (22.58)	Running Toilet	413
11/16/2021	11-1510-02	2053	75%	\$ (108.55)	Bad Water Softner	131
11/16/2021	31-0029-01	1810	75%	\$ (95.70)	Running Toilet	800
11/30/2021	14-1580-01	628	100%	\$ (44.27)	Running outside Faucet	559
12/14/2021	17-1700-02	2000	75%	\$ (105.75)	Broken release valve on boiler & water softener	600
12/16/2021	13-2400-02	1512	100%	\$ (106.60)	Leaking outside faucet	656

2021-2022 Moratorium Arrearages						
Account Types	# Accts	30 Days	60 Days	90 Days	120+ Days	Totals
Comercial Active	66	\$13,062.45	\$1,662.34	\$450.22	\$129.56	\$15,304.57
Commercial Inactive	3	\$0.00	\$2.62	\$15.92	\$484.74	\$503.28
Residential Active	605	\$81,160.20	\$39,643.18	\$26,423.13	\$11,708.96	\$158,935.47
Residential Inactive	37	\$1,427.13	\$1,452.44	\$1,617.67	\$17,933.50	\$22,430.74
Total # of Accounts	711				Grand Total:	\$197,174.06