

## NOTICE

### Municipal Services Committee Regular Meeting Tuesday, February 22<sup>nd</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.
- Pg 3-6 5. Motion to waive the reading and approve the minutes as printed from the January 25<sup>th</sup>, 2022 regular Municipal Services Committee meeting.
6. Citizen appearances other than agenda items.
  -
7. Review of sanitary sewer billing adjustments. (Jan, Apr, Jul, Oct).
  - a. Review of the current arrearages.
  - Pg 7 b. Review of current write offs.
8. Director's Report
  - a. Parks and Recreation Report
  - b. AMI Project (Placeholder)
    - (1) Current AMI count remaining- Elec: **0** Water: 222
  - c. Lake Leota Dam Repair Update (Placeholder)
  - d. Municipal Services building expansion progress report. (Placeholder)
  - Pg 8-9 e. Home Energy Report Mailer
  - Pg 10-13 f. New Personalized Electric Marketing Materials - Review
9. City Engineer Report
  - a. Sub-division / Development Update
  - b. Inflow and Infiltration Study (Placeholder)
  - c. Water Quality
  - d. Roadway construction & other project updates.
    - First & Second St Projects
    - Sidewalks
    - BIL (Bipartisan Infrastructure Law) Possible Project Submittals Ph1

## 10. Administrative Staff's Report

- a. West Side Park Progress (Placeholder)
- b. Motion to recommend the rezoning of parcel 6-27-559.5071 from R1 to R2, and create a land division of a residential lot into two residential lots.
- c. Motion to recommend the rezoning of parcel 6-27-559.5067 from R1 to R2, and create a land division of a residential lot into two residential lots.
- d. Motion to recommend the rezoning of parcel 6-27-316.368 from R1 to R2, and create a land division of a residential lot into two residential lots.
- e. Motion to recommend approval for the creation of a 2.0 acre residential lot within the City's Extraterritorial Jurisdiction, finding that it satisfies the requirements of Sec. 110-230 of the City of Evansville Municipal Code.

## 11. WPPI

- a. Amy Wanek – ESR Report
  - WPPI Energy Efficiency RFP was released 2/1/22. Key Accounts were notified ahead of time in case they wanted to apply. The RFP is geared towards Key Accounts because there are minimum savings to be eligible.
  - One solar project was submitted and approved. Six have been installed/given permission to operate in Jan/early Feb.
  - Focus paid out incentives worth \$2,100 to residential customers, \$2,000 of which were for solar projects and the remaining \$100 for a new natural gas furnace.
- b. WPPI Funds disbursement discussion
  - Funds for 2022:
    - Community Contribution - \$1,500, none spent yet
    - Economic Development - \$1,000, none spent yet
    - Schools and Education Outreach - \$2,000, none spent yet but (1) \$1,000 scholarship earmarked for the HS
    - Customer Service and Branding - \$15,552, \$1,000 spent for Ford dealership EV Charger Incentive, \$14,552 remaining.
    - EV Charger Fund – this incentive is set up as a 50%/50% split between member CSB and WPPI funds. The total available from WPPI in a calendar for charging incentives is \$5,000.
      1. Residential customers can get \$250 for a level 2 charger
      2. Commercial customers can get \$1,000 or \$1,500 for a dual head.

## 12. Old Business

## 13. New Business

## 14. Upcoming Meeting Date, March 29<sup>th</sup>, 2022 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, 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#

## MINUTES

1. **Call meeting to order:** 5:01 PM
2. **Roll call:** Committee Chair Alderman Jim Brooks, Alderman Ben Ladick, Alderman Gene Lewis. Also in attendance: Donna Hammett, Bill Hurtley, Janson Sergeant, Dale Roberts, Chad Renly, Kerry Lindroth, Bill Lathrop, Amy Wanek, William Wasing, Nick Bubolz.
3. **Civility Reminder**
4. **Motion to approve the agenda as presented.** Lewis/Ladick 3-0
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. Lewis/Ladick 3-0
6. **Citizen appearances other than agenda items.**
  - Lathrop asked if the Youth Center building is being checked on. Renly stated that it was.
7. **Review of sanitary sewer billing adjustments.** (Jan, Apr, Jul, Oct)
  - a. **Quarterly review of the staff approved sanitary sewer credits.** Hammett reviewed the credits with the committee and stated that this process is working out well. The Committee has no issues with the adjustments that were made.
  - b. **Review of the current arrearages.** Committee reviewed the numbers. Hammett stated that the amounts that are in the 90+ days some are subject to State Debt Collections and that letters have been sent. Brooks asked if this can be reviewed monthly.
8. **Director's Report**
  - a. **Parks and Recreation Report**

Renly informed the committee that the Boy Scouts are having their annual Ice Fishing Event on February 12<sup>th</sup>.  
Park Staff has been working with Mrs. Kerkenbush for the purchase of 3 benches.  
Renly stated that there is an investigation of vandalism at the park and he is working with the police department.

**b. AMI Project (Placeholder)**

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

Renly is waiting to hear back from WPPI to see if they have any updated information. Renly stated that we have been told that there have been some communication modules that WPPI has received and will be sending them out to as they get them to utilities that need them, we could get some, but have no idea what the number will be. At this point we are going to hold off converting to NorthStar until 2023. Some of the data processing can be done 6 months ahead, but at this point not knowing when the water modules will come, we will wait.

**c. Lake Leota Dam Repair Update (Placeholder)**

Renly had a conference call with the DNR, they had some concerns with the time line, and they want to make sure we get the best bid for state funding. It was set for April 1<sup>st</sup>, done but July 1<sup>st</sup>. The engineer, assured the DNR that this would not be an issue, what was decided to put in an alternate bid to do the work later in the year. The bid will be going out in the next week or so. Once the bids are in, they will be sent to the DNR for their approval.

**d. Municipal Services building expansion progress report. (Placeholder)**

Nothing new at this time. Renly did a construction walk through with the contractor, other that we are waiting for materials to come in July.

**e. Cemetery Columbarium Discussion**

Renly stated that the original quote was \$29,000, there is \$35,000 in the budget, and Fischer got a new quote that came in at \$43,000. A lot of this has to do with shipping, Fisher got a quote from another company \$28,450 at this time he is still waiting to hear back about shipping cost, estimated shipping would be \$5000 to ship to Evansville, otherwise we would have to go get in Minnesota. Hurtlely stated that we can put it together ourselves as it comes in two pieces. We are just waiting for the cost to get it from California to Evansville.

**f. UTL Substation Transformer Update**

The Transformer was picked up 2 weeks ago and is now sitting in Minnesota. Test were being ran on the oil and it showed elevated levels of ethylene and acetylene were present which was expected. Right now, we are waiting for a time line for them to get it on the line in the factory, once the happens Bruce from Forrester, Renly and Wicklund for Sun Prairie utilities are planning a trip up to the factory to watch them open up the Transformer to confirm the damage.

**9. City Engineer Report**

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

The development agreement is being reviewed by the City Attorney. The plan commission it will be discussed in detail and hopefully will be approved

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

Still waiting, will need to wait until spring for a good rain.

**c. Water Quality**

Getting together a flushing plan for the spring/summer. Should be done within the next 2 months and will sit down with staff to get it implemented.

- **LSL (Lead Service Laterals) DNR 2022 Funding**  
Application has been completed and submit to the DNR, waiting to hear back about the funding. DNR is providing Grants for the private side.
- d. Roadway construction & other project updates.**
  - **First & Second St Projects**  
The contractor will be back in the spring to go through the list of things that need to be looked at and possibly fixed or re-done.
  - **Sidewalks**  
Preparing for the 2020-2022 construction plans for S Madison St and working on plans for Liberty St, meeting set up with staff about some underground utility work next week. Looking to put out bids for Liberty St soon.

## **10. Administrative Staff's Report**

- a. West Side Park Progress (Placeholder)**  
MSA was here last week, meet with staff to work on details for the new pool, on construction type detail. We are waiting for an overall budget from MSA because costs have gone up. Our borrowing plan will fill the gap, if needed. Once the overall budget comes in, this will need to be discuss with Council and decide how to move forward.

## **11. WPPI**

- a. Amy Wanek – ESR Report**  
WPPI is releasing its annual Spring Energy Efficiency RFP in February, Wanek will be reaching out to key accounts to make sure that they are aware of it.  
The PSC Energy Innovation Grant closed January 12<sup>th</sup>. Wanek didn't see any other schools or communities apply so hopefully Evansville will be able to win the Grant.
- b. Upcoming Events / Meetings**  
Update on the APPA Rally in DC, due to Covid, some of the normal meeting may have to be changed, along with concerns about traveling.
  - **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**

Renly has been getting calls about the Snow Emergency, one call was from the Dentist office down the street from City Hall, her patients don't have a place to park with the city parking lot is full. Also, a call from a resident that has a parking permit and what happens if the parking lot is full. Renly has been trying to watch the weather closely to start the Snow Emergency at different times. Renly, Sergeant and Reese will sit down and talk about making adjustments after the season is done.

Hurtley brought up the issue with companies passing on the yard waste gate code to other companies to use. Hurtley believes that the fee should be raised. Hurtley stated that he also believes that people are dumping things other than electronics in the dumpster too. We need to set up a new plan to deal with this issue. This is the Commercial Permit for tree services etc.

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

**15. Adjourn:** Ladick/Lewis 5:45 PM.

James Brooks, Committee Chair

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**Write Offs**

Account #	Amount	Reason for W/O
20-2709-10	\$ 10.44	Customer Deseased
24-3509-19	\$ 283.35	Past Statue of Limitations
23-2295-00	\$ 1,987.41	House was torn down/ customer deseased ?
25-2260-00	\$ 365.66	Customer Deseased
25-5560-02	\$ 130.52	Past Statue of Limitations
25-5560-03	\$ 318.33	Past Statue of Limitations
25-5700-03	\$ 200.00	Past Statue of Limitations
25-6420-13	\$ 335.69	Past Statue of Limitations
26-1340-00	\$ 295.56	Past Statue of Limitations
26-3080-05	\$ 315.02	Customer Deseased
26-3220-03	\$ 538.89	Customer Deseased
26-3460-01	\$ 26.24	Past Statue of Limitations
26-3650-02	\$ 159.37	Past Statue of Limitations
26-3230-04	\$ 124.56	Past Statue of Limitations
<b>Total</b>	<b>\$ 5,091.04</b>	

**Arrearages:**

**Residential:** 30 days \$81,894.86  
60 days \$41,683.48  
90 + days \$60,818.28

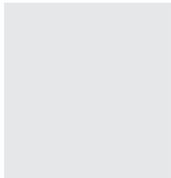
**Total: \$184,396.62**

**Commercial:** 30 days \$4,444.70  
60 days \$1,080.96  
90+ days \$1,152.20

**Total: \$6,677.98**



31 S Madison St  
Evansville, WI 53536



**LOOK INSIDE  
TO SEE YOUR CUSTOMIZED  
HOME ENERGY REPORT**

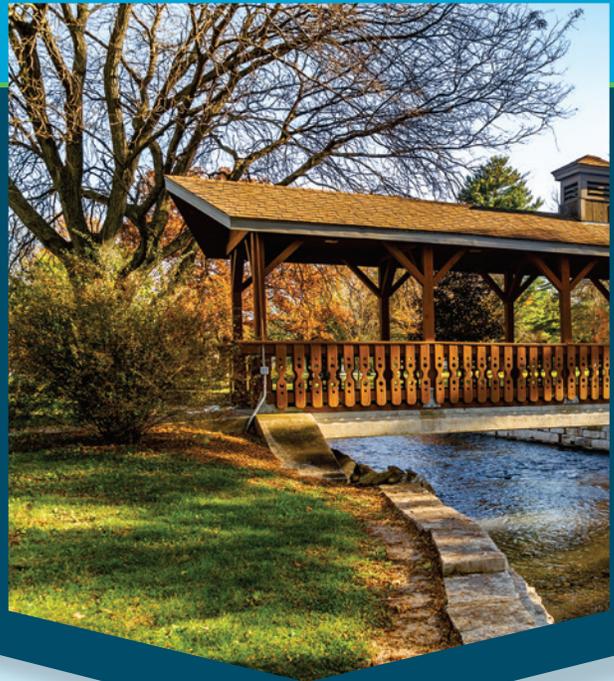
# HOME ENERGY REPORT

As your locally owned and not-for-profit utility, we strive to provide safe, reliable and responsible service to homes and businesses in Evansville. Enclosed is your personalized Home Energy Report – a summary of your 2021 electric and water usage and how it compares to similar-sized homes in our community. The purpose of this report is to help you understand and manage your energy costs now and in the future. **We are here to help.**

Please visit our website or contact us directly for more information on available programs for your home.

Sincerely,

Chad Renly, Municipal Services Director



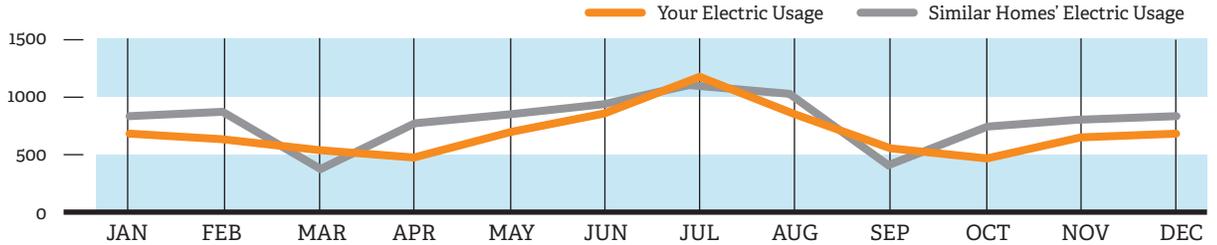
**FOR MORE INFO, VISIT**  
[CI.EVANVILLE.WI.GOV](http://CI.EVANVILLE.WI.GOV)

# PERSONAL UTILITY DATA FOR:

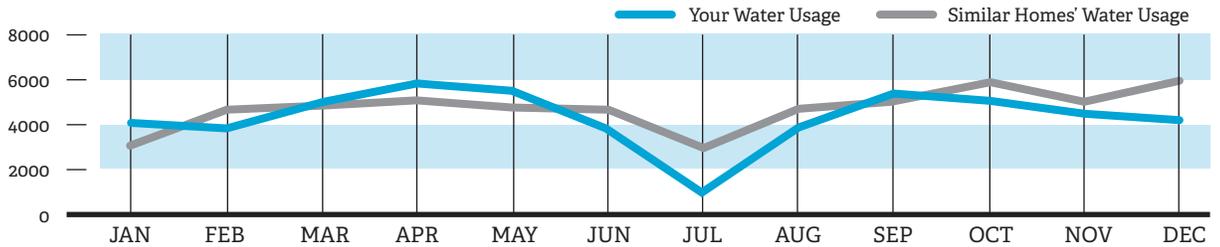
123 Pickle Street, Testville, WI 54241

We've prepared this personalized report to help you understand your electric and water usage and how it compares to similar-sized homes in our community.

## ELECTRIC USAGE (in kWh)



## WATER USAGE (in gal)



## HOW DOES YOUR USAGE COMPARE?

### IF YOU ARE HIGHER THAN AVERAGE...

Evaluate what may be causing higher usage in your home:



Electric heat • Space heater

Electric water heater



Air conditioner • Dehumidifier

Electric water heater



**And don't forget!** Water usage, including lawn and watering in the summer and leaky toilets and faucets, can contribute to your water and sewer bills.

Looking for low-cost ways to cut energy waste, boost your comfort and lower your energy bills?

Visit [ci.evansville.wi.gov](http://ci.evansville.wi.gov) to learn more.

### YOUR 2021 TOTALS

Your Electricity Usage

**XXX kWh**

**\$X.XX**  
cost per day

Your Water Usage

**XXX gal**

**\$X.XX**  
cost per day

### AVERAGE ANNUAL USAGE IN OUR COMMUNITY

Home Size	Electricity (kWh)	Water (gal)
<1,000 sq ft	X	X
1,001-1,250 sq ft	X	X
1,251-1,500 sq ft	X	X
1,501-1,750 sq ft	X	X
1,751-2,000 sq ft	X	X
>2,000 sq ft	X	X



# A COMMUNITY ASSET YOU CAN COUNT ON

**What does it mean to be a locally owned, not-for-profit utility?** To Evansville Water & Light it means giving back to the community. It

means hosting customer appreciation nights . It means supporting our school district with an energy management program, after school clubs, and scholarships for high school seniors. It means donating dozens of “If I Were a Lineworker” children's books to local schools and libraries. It means funding and installing new LED holiday lighting around town. It means we're here when you need us.

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**SEE ALL WE DO FOR THE COMMUNITY  
AT [CI.EVANVILLE.WI.GOV](http://CI.EVANVILLE.WI.GOV)**

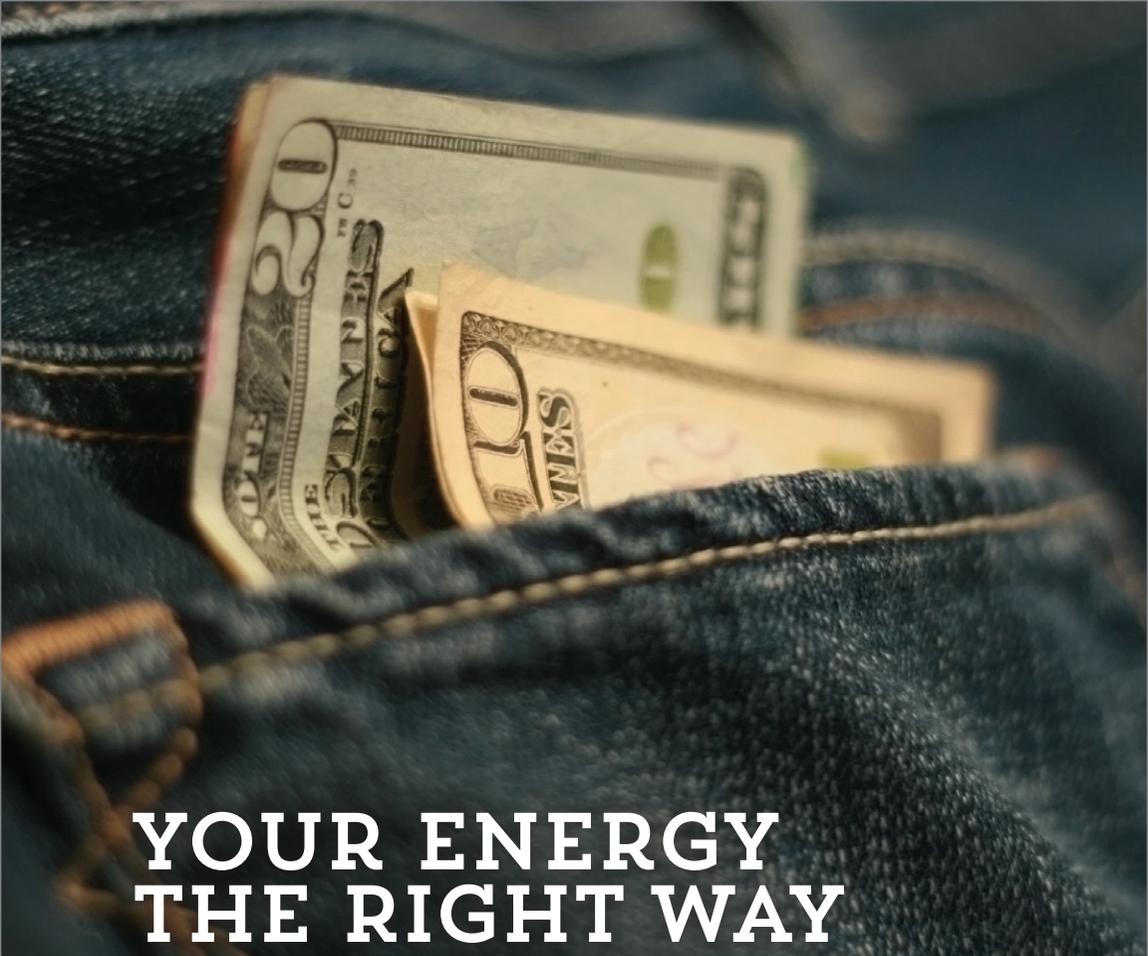
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***Evansville  
Water & Light***  
*A Public Power Community Est. 1901*

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

[ci.evansville.wi.gov](http://ci.evansville.wi.gov) (608) 882-2288

Shared strength through  WPPI Energy



**YOUR ENERGY  
THE RIGHT WAY**

**AFFORDABLE  
POWER. SERVICES  
YOU VALUE.**

**Our focus is on service and people, not profits.** We're dedicated to our customers and community, not shareholders. As your locally owned, not-for-profit utility we keep our costs in line and offer programs and services that help lower your energy bills at home and at work. Our residential rates are 24.6% lower than average electric utility cost across the state. The average cost of residential electricity is just \$2.50/day, which is less than the price of a latte.

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**CONTACT US FOR WAYS TO SAVE!**

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***Evansville  
Water & Light***  
A Public Power Community Est. 1901

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Shared strength through  WPPI Energy



# OUR PROMISE: RELIABLE POWER

**We are proud of our strong record for the reliability of our electric system.** We know providing you electricity when you need it is the most important thing we do. Our hometown line crew responds with fast, dependable service any time you call, 24 hours a day. Over the past year our average service availability index was 99.9977%. We never take reliability for granted — so that you can.

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**WE'RE HERE WHEN YOU NEED US.**

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***Evansville  
Water & Light***  
*A Public Power Community Est. 1901*

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[ci.evansville.wi.gov](http://ci.evansville.wi.gov) (608) 882-2288



# HOMETOWN SERVICE FROM YOUR NEIGHBORS AT EVANSVILLE WATER & LIGHT

**We live here. We work here. We volunteer here.** In addition to providing reliable service, we support our neighbors in the community by getting involved. We run the popular kids coloring contest, donate “If I Were a Lineworker” books to schools and libraries, perform book readings (by our lineworkers!) for elementary schoolers, volunteer at the 4th of July parade and offer new LED holiday lights for the community. After all, you’re not just a customer to us. You’re also our neighbor.

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**AT YOUR SERVICE. WHEN YOU NEED US.**

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**Evansville  
Water & Light**  
*A Public Power Community Est. 1901*

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

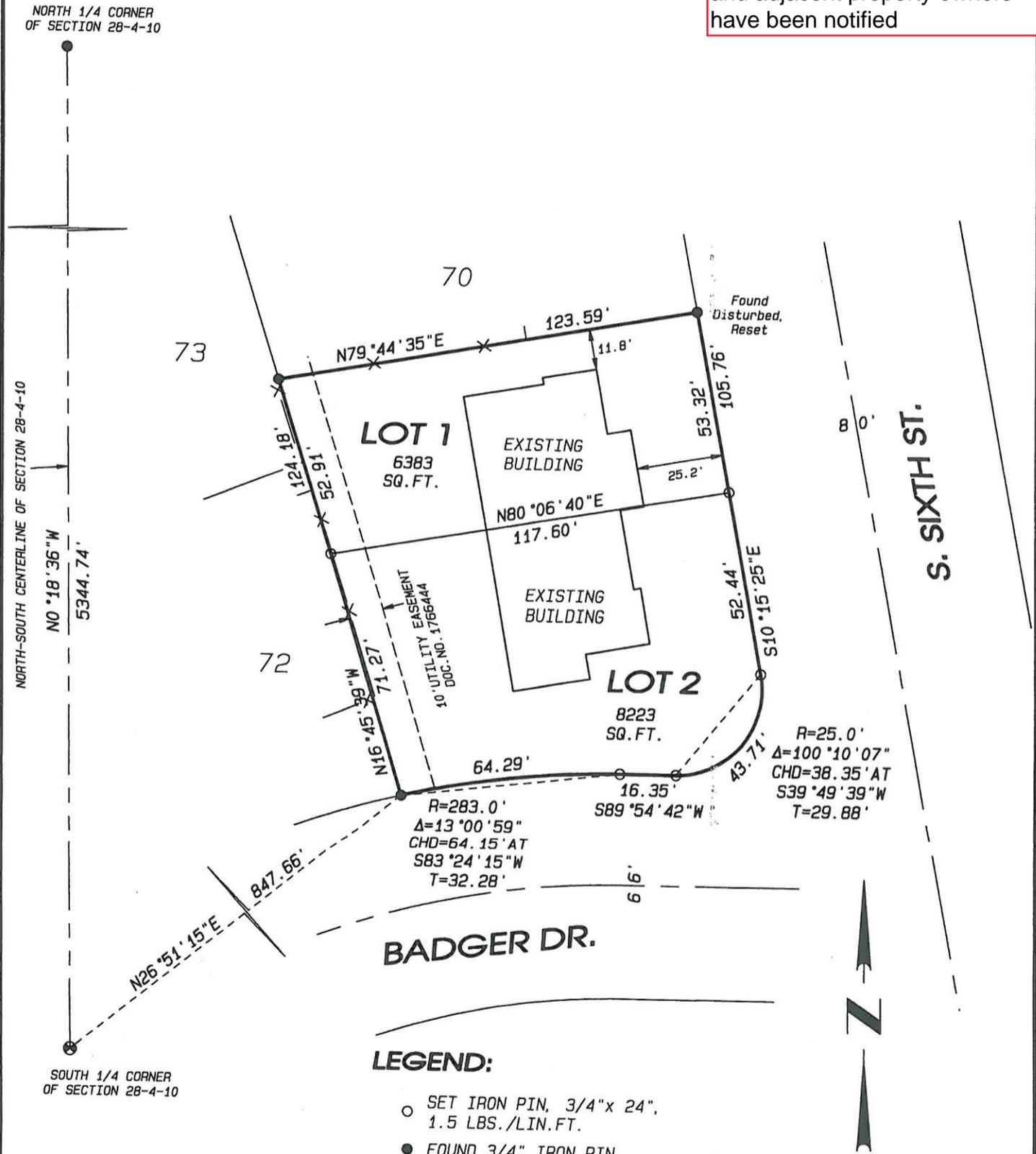
[ci.evansville.wi.gov](http://ci.evansville.wi.gov) (608) 882-2288

Shared strength through  WPPI Energy

# CERTIFIED SURVEY MAP

LOT 71, WESTFIELD MEADOWS, AND LOCATED IN THE SW 1/4 OF THE SE 1/4 OF SECTION 28, T.4N., R.10E. OF THE 4TH P.M., CITY OF EVANSVILLE, ROCK COUNTY, WISCONSIN.

**Com. Dev. Director Notes:**  
 -602 Badger/353 S. 6th Street  
 -Parcel 6-27-559.5071  
 -Westfield Meadows Subdivision  
 -Joint Access/Maintenance Agreement submitted  
 -No land use change; subdivision will allow for homeowners to purchase one unit as opposed to both  
 -Rezone from R-1 to R-2, as zero lot line CSMs only allowed in R-2  
 -Public hearing notice submitted and adjacent property owners have been notified



## LEGEND:

- SET IRON PIN, 3/4" x 24", 1.5 LBS./LIN. FT.
- FOUND 3/4" IRON PIN
- ⊗ FOUND ALUMINUM MONUMENT

## NOTES:

SEE DOC. NO. 355896 FOR BLANKET-TYPE ELECTRIC EASEMENT.

FIELDWORK COMPLETED DECEMBER 1, 2021.

ASSUMED N0°18'36"W ALONG THE NORTH-SOUTH CENTERLINE OF SECTION 28-4-10.

Project No. 121 - 628 For: KNUDTSON SHEET 1 OF 3 SHEETS

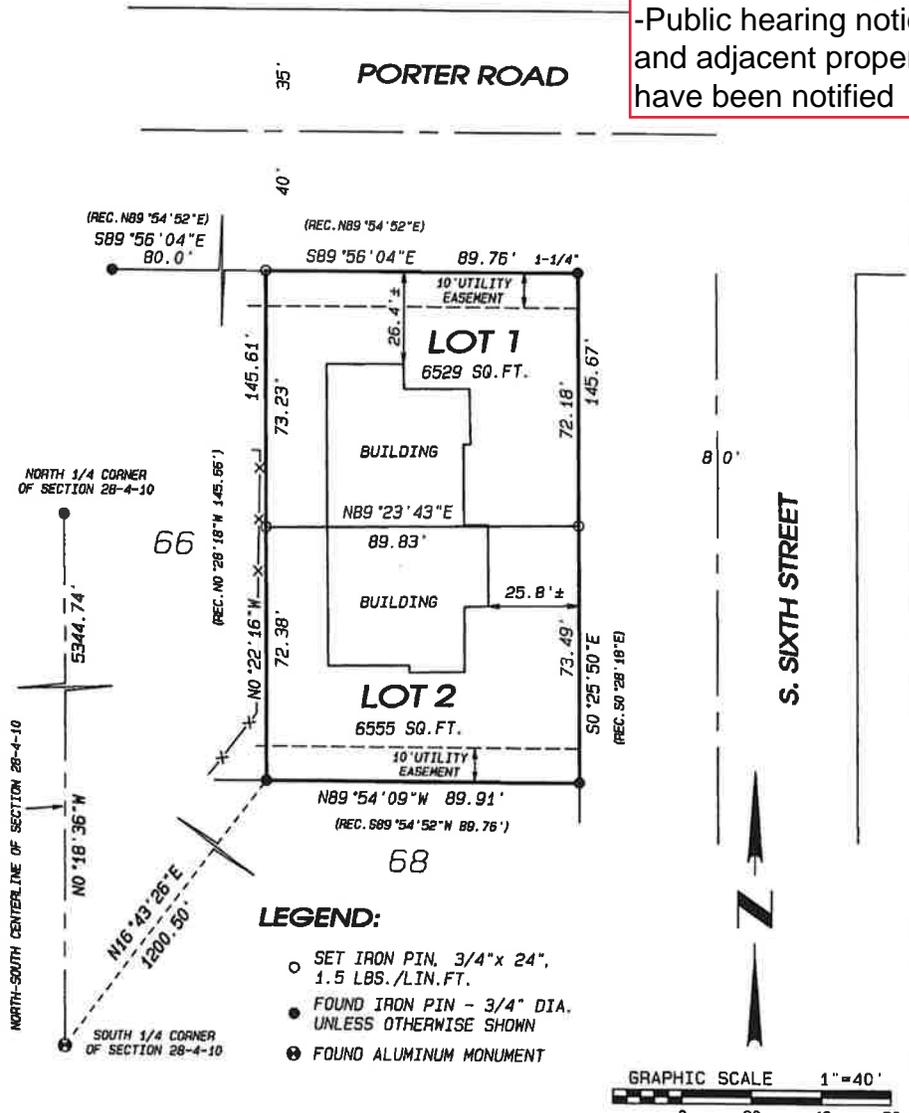
**Combs & Associates Inc.**  
 • LAND SURVEYING  
 • LAND PLANNING  
 • CIVIL ENGINEERING

109 W. Milwaukee St.  
 Janesville, WI 53548  
 www.combsurvey.com  
 tel: 608 752-0575  
 fax: 608 752-0534

# CERTIFIED SURVEY MAP

LOT 67, WESTFIELD MEADOWS, LOCATED IN THE SW 1/4 OF THE SE 1/4 OF SECTION 28, T.4N., R.10E. OF THE 4TH P.M., CITY OF EVANSVILLE, ROCK COUNTY, WISCONSIN.

**Com. Dev. Director Notes:**  
 -601 Porter/305 S. 6th Street  
 -Parcel 6-27-559.5067  
 -Westfield Meadows Subdivision  
 -Joint Access/Maintenance Agreement submitted  
 -No land use change; subdivision will allow for homeowners to purchase one unit as opposed to both  
 -Rezone from R-1 to R-2, as zero lot line CSMs only allowed in R-2  
 -Public hearing notice submitted and adjacent property owners have been notified



**LEGEND:**

- SET IRON PIN, 3/4" x 24", 1.5 LBS./LIN. FT.
- FOUND IRON PIN - 3/4" DIA. UNLESS OTHERWISE SHOWN
- ⊙ FOUND ALUMINUM MONUMENT

NOTES:  
 FIELDWORK COMPLETED \_\_\_\_\_

ASSUMED NO \*18'36"W ALONG THE NORTH-SOUTH CENTERLINE OF SECTION 28-4-10.

Project No. 121 - 686 For: HURLEY SHEET 1 OF \_\_\_ SHEETS

**Combs & Associates**

- LAND SURVEYING
- LAND PLANNING
- CIVIL ENGINEERING

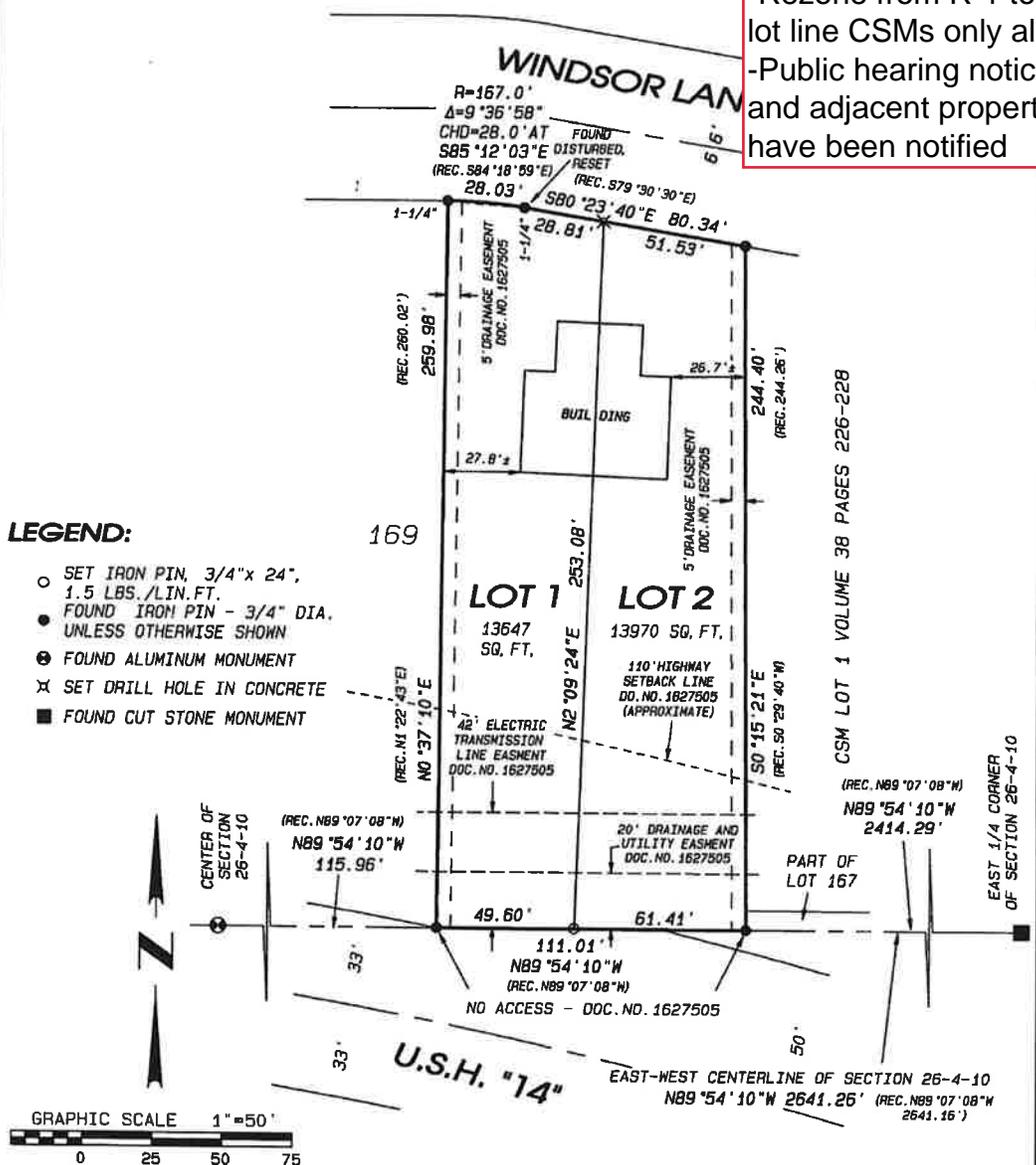
109 N. Milwaukee St.  
 Janesville, WI 53548  
 www.combsurvey.com

tel: 608 752-0575  
 fax: 608 752-0534

# CERTIFIED SURVEY MAP

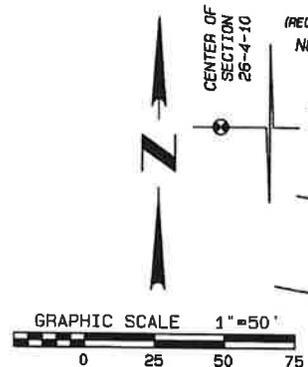
LOT 168, COUNTRYSIDE ESTATES PLAT NO.7, LOCATED IN THE SW 1/4 OF THE NE 1/4 OF SECTION 26, T.4N., R.10E. OF THE 4TH P.M., CITY OF EVANSVILLE, ROCK COUNTY, WISCONSIN.

**Com. Dev. Director Notes:**  
 -621/623 Windsor Street  
 -Parcel 6-27-316.368  
 -Countryside Estates Subdivision  
 -Joint Access/Maintenance Agreement submitted  
 -No land use change; subdivision will allow for homeowners to purchase one unit as opposed to both  
 -Rezone from R-1 to R-2, as zero lot line CSMs only allowed in R-2  
 -Public hearing notice submitted and adjacent property owners have been notified



**LEGEND:**

- SET IRON PIN, 3/4"x 24", 1.5 LBS./LIN.FT.
- FOUND IRON PIN - 3/4" DIA. UNLESS OTHERWISE SHOWN
- ⊙ FOUND ALUMINUM MONUMENT
- ⊗ SET DRILL HOLE IN CONCRETE
- FOUND CUT STONE MONUMENT



NOTES:  
 FIELDWORK COMPLETED \_\_\_\_\_  
 ASSUMED N89°54'10"W ALONG THE EAST-WEST CENTERLINE OF SECTION 26-4-10.

**Combs & Associates**

- LAND SURVEYING
- LAND PLANNING
- CIVIL ENGINEERING

309 N. Milwaukee St.  
 Janesville, WI 53548  
 www.combsurvey.com

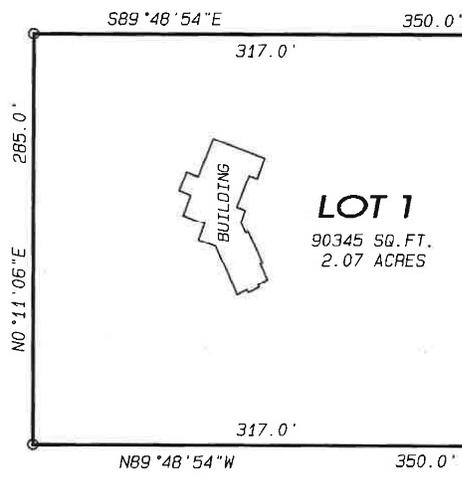
tel: 608 752-0575  
 fax: 608 752-0534

# CERTIFIED SURVEY MAP

PART OF THE NE 1/4 OF THE SE 1/4 OF SECTION 22, T4N., R. 10E. OF THE 4TH P.M., TOWN OF UNION, ROCK COUNTY, WISCONSIN.

**Com. Dev. Director Notes:**

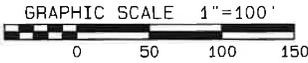
- 8235 N Cemetery Road
- Parcel 6-20-191
- Town of Union within City's ETJ
- Creating a 2.07 acre lot, excluding ROW, from a 37 acre parcel
- Land division satisfies Sec. 110-230(b) (1) of the Evansville Municipal Code, where a lot may be created for an existing residence so long as the remaining acreage leaves 35 undeveloped acres
- Land division has already been approved by Town of Union, will move on to Rock County
- Public hearing notice submitted and adjacent property owners have been notified



W. GOLF AIR RD

N. CEMETERY ROAD

EAST LINE OF THE SE 1/4 OF SECTION 22-4-10  
50'11'06\"/>



**LEGEND:**

- SET IRON PIN, 3/4"x 24", 1.5 LBS./LIN.FT.
- FOUND CUT STONE MONUMENT
- ⊙ FOUND COTTON GIN PIN

NOTE: FIELD WORK COMPLETED \_\_\_\_\_

NOTE: ASSUMED 50'11'06\"/>

NOTE: SINCE LOT 1 CONTAINS EXISTING BUILDINGS WHICH UTILIZE AN EXISTING PRIVATE SEWAGE SYSTEM, NO SOIL EVALUATION ON THE LOT WAS REQUIRED AT THE TIME OF THIS SURVEY. HOWEVER, SOILS ON THE LOT MAY BE RESTRICTIVE TO THE REPLACEMENT OF THE SYSTEM.

Project No. 120 - 630  
For: PINE KNOLL FARMS

SHEET 1 OF \_\_\_ SHEETS



- LAND SURVEYING
- LAND PLANNING
- CIVIL ENGINEERING

109 N. Milwaukee St.  
Janesville, WI 53548  
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