

## 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. Hurtle 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

*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.*