

CITY OF EDGERTON
UTILITIES COMMISSION
EDGERTON CITY HALL
12 ALBION STREET

Monday, April 13, 2020 at 5:30 p.m.

**Notice: Participants may attend by phone or online.
Participants may not attend in person.**

Join by telephone:

- On your phone, **Dial: 1-408-418-9388**
- Enter the meeting ID number when prompted, **Meeting ID: 265 029 612**
- Please note that long-distance charges may apply. This is not a toll-free number.

- Public participants will be able to speak on agenda and non-agenda items during personal appearances only.
- Please mute your phone when you are not speaking to minimize background noises
- We are new at holding meetings this way, so please be patient

OR

Join online: WebEx Meeting

- <https://cityofedgerton.webex.com/cityofedgerton/onstage/g.php?MTID=eb96735d5b7dff07f4699f6ca0a114b79>
- **Meeting ID: 265 029 612**
- **Meeting Password 2335**

1. Call to Order; Roll Call.
2. Confirmation of Meeting Notice on Friday, April 10, 2020.
3. Personal appearances for non-agenda items limited to 3 minutes.
4. Approve March 9, 2020 Utility Commission Minutes.
5. Approve overpayment refund for 412 W Rollin St
6. Approve Vouchers Payable.
7. Discuss and Consider Billing Credit for 111 Blanchard St
8. Discuss and Consider prepayment of 2004 Refunding Bonds
9. Operator's Reports.
10. Director's Report.

11. Administrative Report.

12. Adjourn

Cc: All Commission Members All Council Members
Department Heads Newspapers

NOTICE: If a person with a disability requires that the meeting be accessible or that materials at the meeting be in an accessible format, call the City Administrator's office at least 6 hours prior to the meeting to request adequate accommodations. Telephone: 884-3341

Notice is hereby given that a majority of the Common Council is expected to be present at the above scheduled noticed meeting to gather information about a subject over which they have decision making responsibility. The only action to be taken at this meeting will be action by the Utilities Commission.

**MARCH 9, 2020 UTILITY COMMISSION MEETING MINUTES
CITY OF EDGERTON**

Chairperson Kapellen called the meeting to order at 5:30 p.m.

Present: Debbie Olson (arrived at 5:31), Candy Davis, Jim Kapellen, Rick Petersen, Janelle Frey and Lawanna Schieldt

Excused: Denise Langan

Others Present: Utility Director Randy Oren and City Clerk/Treasurer Cindy Heggglund and Mr. & Mrs Rodriguez.

Heggglund confirmed the meeting agenda was properly posted on Friday, March 6, 2020 at the Post Office, Edgerton Library, City Hall and the website.

APPROVAL OF MINUTES: A Davis/Frey motion to approve the February 10, 2020 Utility Commission meeting minutes passed, all voted in favor.

APPROVE VOUCHERS PAYABLE: A Kapellen/Petersen motion to approve payment of the bills list in the amount of \$34,823.41 passed on a 6/0 roll call vote.

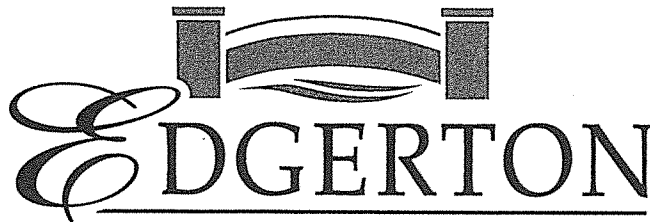
LEAK CREDIT FOR 1230 SALEM DR: Mr. Rodriguez stated when he moved in, he heard the toilet running and tightened the screw in the tank. This seemed to have fixed the problem. A Certified plumber was called in by the property management company and they did not find a leak. The plumber concluded it was a problem with the meter. The meter was tested and it was found accurate on high and low flow.

A Petersen/Davis motion to approve a \$700 sewer only credit for 1230 Salem Dr passed on a 6/0 roll call vote.

An Olson/Frey motion to approve an additional \$175 sewer only credit for 1230 Salem Dr passed on a 6/0 roll call vote.

Being no other business before the Commission, a Schieldt/Olson motion to adjourn passed, all voted in favor.

Randy Oren/wjl
Utility Director



Connect to Endless Possibilities

BUSINESS • COMMUNITY • RECREATION

March 10, 2020

Powerhouse Investments Inc
25 Maple Grove Ct
Madison, WI 53719

RE: 412 W Rollin St

To Whom it may Concern,

On 01/16/2020 we received a payment of \$116.65 for the water bill at the above property. This payment left a credit on the account of \$116.65. If you would like this amount refunded to you please fill out the form below and return in the provided envelope. Once the form is received by our Utility Billing Department, it will be placed on the next Utility Commission agenda for approval. The Utility Commission meets the 2nd Monday of each month. If you have any questions please contact me at 608-884-3341.

Thank you

Wendy Loveland

Wendy Loveland
Utility Billing Clerk
CITY OF EDGERTON

Please send me a refund check in the amount of \$116.65 for the overpayment at 412 W Rollin St. My current address is:

Nick Burke

Name

25 Maple Grove Ct.

Address

Address 2

Madison

City

WI

State

53719

Zip

Thank You!

Customer:

Customer: POWERHOUSE INVESTMENTS INC.

Customer: 25 MAPLE GROVE CT

6.0920.02

412 W ROLLIN ST

MADISON WI 53719

Account balance: 116.65-

Final bill: 01/07/2020

60920

608-516-9108

MADISON WI 53719

Balance due: 01/20/2020 116.65-

Last payment: 01/16/2020 116.65-

Display Compare History Transactions Customer Services Location Meters Backflow Contracts Loans Certification Credit History Supplemental

Date	Type	Referen... Number	Service	Quantity Billed	Description	Amount
12/31/...	Billing	3789	WATER	1	Metered Entry	26.85
12/31/...	Billing	6009	SEWER	1	Automatic Billing	48.20
12/31/...	Billing	6009	PUBLIC FP	0	Automatic Billing	31.60
12/31/...	Billing	6009	STORM	0	Automatic Billing	10.00
01/07/...	Billing	1	WATER	1	Metered Entry	5.28
01/07/...	Billing	3	SEWER	1	Automatic Billing	10.58
01/07/...	Billing	3	PUBLIC FP	0	Automatic Billing	2.43
01/07/...	Billing	3	STORM	0	Automatic Billing	.77
01/14/...	Pmt	78 *		0	Payment	135.71-
01/16/...	Pmt	70	WATER	0	Payment	116.65-

Display

- Assistance applied
- Balance transfers
- Billing adjustments
- Billings
- Contract adjustments
- Contract billings
- Deposits applied
- Interest
- Payment adjustments
- Payments
- Reallocations
- Write-offs

Summarize

- Adjustments
- Billings

Report Criteria:

Detail report.
 Invoices with totals above \$0 included.
 Paid and unpaid invoices included.
 Invoice Detail.Input Date = 04/10/2020
 Invoice.Batch = "ACH","JS","CC"

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
21								
21	ALLIANT ENERGY	FEB 20 227005	227005 ELECTRIC CHARGES	04/10/2020	27.50	.00		
21	ALLIANT ENERGY	FEB 20 227005	227005 GAS CHARGES	04/10/2020	37.62	.00		
21	ALLIANT ENERGY	FEB 20A 4815	481500 ELECTRIC CHARGES	04/10/2020	103.80	.00		
21	ALLIANT ENERGY	FEB 20A 8816	881653 ELECTRIC CHARGES	04/10/2020	1,050.99	.00		
21	ALLIANT ENERGY	FEB 20A 8816	881653 GAS CHARGES	04/10/2020	20.10	.00		
21	ALLIANT ENERGY	FEB 28A 2133	213303 ELECTRIC CHARGES	04/10/2020	50.68	.00		
21	ALLIANT ENERGY	FEB 28A 2364	236416 ELECTRIC CHARGES	04/10/2020	32.24	.00		
21	ALLIANT ENERGY	FEB 28A 3609	360963 ELECTRIC CHARGES	04/10/2020	878.00	.00		
21	ALLIANT ENERGY	FEB 28A 7152	715243 ELECTRIC CHARGES	04/10/2020	999.66	.00		
21	ALLIANT ENERGY	MARCH 20 422	422906 ELECTRIC CHARGES	04/10/2020	4,022.31	.00		
21	ALLIANT ENERGY	MARCH 20 422	422906 GAS CHARGES	04/10/2020	230.88	.00		
Total 21:					7,453.78	.00		
130								
130	US CELLULAR	0363503378A	WWTP IPAD MONTHLY SERVIC	04/10/2020	22.50	.00		
130	US CELLULAR	0363503378A	UTILITY DEPT CELL PHONE	04/10/2020	1.00	.00		
130	US CELLULAR	0363503378A	UTILITY DEPT CELL PHONE	04/10/2020	15.62	.00		
Total 130:					39.12	.00		
206								
206	DIGGERS HOTLINE INC	200252801	FEB 19 LOCATE TICKETS	04/10/2020	43.78	.00		
206	DIGGERS HOTLINE INC	200252801	FEB 19 LOCATE TICKETS	04/10/2020	43.78	.00		
Total 206:					87.56	.00		
231								
231	EDGERTON REPORTER CO INC	9085	2019 CONSUMER CONFIDENCE	04/10/2020	283.54	.00		
Total 231:					283.54	.00		
311								
311	FRONTIER COMMUNICATIONS	APRIL 2020	608-884-2466 TELEPHONE CHA	04/10/2020	54.24	.00		
311	FRONTIER COMMUNICATIONS	APRIL 2020	608-884-3341 TELEPHONE CHA	04/10/2020	87.65	.00		
311	FRONTIER COMMUNICATIONS	APRIL 2020	608-884-3341 TELEPHONE CHA	04/10/2020	87.66	.00		
311	FRONTIER COMMUNICATIONS	APRIL 2020	608-884-8331 TELEPHONE CHA	04/10/2020	71.01	.00		
311	FRONTIER COMMUNICATIONS	APRIL 2020	608-884-6531 TELEPHONE CHA	04/10/2020	283.05	.00		
311	FRONTIER COMMUNICATIONS	APRIL 2020	608-884-1968 TELEPHONE CHA	04/10/2020	24.20	.00		
311	FRONTIER COMMUNICATIONS	APRIL 2020	262-002-7247 TELEPHONE CHA	04/10/2020	32.28	.00		
311	FRONTIER COMMUNICATIONS	APRIL 2020	262-002-7243 TELEPHONE CHA	04/10/2020	66.36	.00		
311	FRONTIER COMMUNICATIONS	MARCH 2020	608-884-2466 TELEPHONE CHA	04/10/2020	54.40	.00		
311	FRONTIER COMMUNICATIONS	MARCH 2020	608-884-3341 TELEPHONE CHA	04/10/2020	89.16	.00		
311	FRONTIER COMMUNICATIONS	MARCH 2020	608-884-3341 TELEPHONE CHA	04/10/2020	89.16	.00		
311	FRONTIER COMMUNICATIONS	MARCH 2020	608-884-8331 TELEPHONE CHA	04/10/2020	71.21	.00		
311	FRONTIER COMMUNICATIONS	MARCH 2020	608-884-6531 TELEPHONE CHA	04/10/2020	284.57	.00		
311	FRONTIER COMMUNICATIONS	MARCH 2020	608-884-1968 TELEPHONE CHA	04/10/2020	24.32	.00		
311	FRONTIER COMMUNICATIONS	MARCH 2020	262-002-7247 TELEPHONE CHA	04/10/2020	32.28	.00		
311	FRONTIER COMMUNICATIONS	MARCH 2020	262-002-7243 TELEPHONE CHA	04/10/2020	66.36	.00		

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
Total 311:					1,417.91	.00		
406								
406	LW ALLEN LLC	102167	AERATOR BLOWER - WATER D	04/10/2020	99.60	.00		
Total 406:					99.60	.00		
600								
600	ROCK ENERGY COOPERATIVE	FEB 20 903630	90363001 DALLMAN TOWER	04/10/2020	144.89	144.89	03/17/2020	
Total 600:					144.89	144.89		
747								
747	CORE & MAIN	L902396	(8) 5/8" WATER METER	04/10/2020	1,023.46	.00		
747	CORE & MAIN	L902397	BACKFLOW PREVENTER/BREA	04/10/2020	97.74	.00		
747	CORE & MAIN	L945310	(8) 3/4" WATER METER (8) 5/8"	04/10/2020	2,155.92	.00		
747	CORE & MAIN	L945310	BLUE MARKING TAPE - RISERS/	04/10/2020	237.08	.00		
747	CORE & MAIN	L945310	RISERS - WATER MAINS	04/10/2020	147.00	.00		
747	CORE & MAIN	L949903	GASKET ASSEMBLY - WATER D	04/10/2020	191.35	.00		
747	CORE & MAIN	L966560	(4) 1" WATER METER	04/10/2020	836.16	.00		
747	CORE & MAIN	L974696	(8) 3/4" METER	04/10/2020	1,314.31	.00		
Total 747:					6,003.02	.00		
779								
779	WI DEPT OF EMPLOYEE TRUST	MAY 20A	MAY 20 HEALTH INSURANCE	04/10/2020	3,310.62	.00		
779	WI DEPT OF EMPLOYEE TRUST	MAY 20A	MAY 20 HEALTH INSURANCE	04/10/2020	3,310.62	.00		
Total 779:					6,621.24	.00		
2023								
2023	USA BLUEBOOK	161107	FERRIC PUMP REBUILD KIT	04/10/2020	536.69	.00		
Total 2023:					536.69	.00		
2190								
2190	CITY OF EDGERTON	1ST QTR 20 10	1ST QTR 2020 UTILITY BILL	04/10/2020	91.70	.00		
2190	CITY OF EDGERTON	1ST QTR 20 20	1ST QTR 2020 UTILITY BILL	04/10/2020	6,524.44	.00		
2190	CITY OF EDGERTON	1ST QTR 20 20	1ST QTR 2020 UTILITY BILL	04/10/2020	2,245.12	.00		
2190	CITY OF EDGERTON	1ST QTR 20 20	1ST QTR 2020 UTILITY BILL	04/10/2020	507.67	.00		
2190	CITY OF EDGERTON	1ST QTR 20 50	1ST QTR 2020 UTILITY BILL	04/10/2020	15.20	.00		
2190	CITY OF EDGERTON	1ST QTR 20 50	1ST QTR 2020 UTILITY BILL	04/10/2020	6.00	.00		
2190	CITY OF EDGERTON	1ST QTR 20 50	1ST QTR 2020 UTILITY BILL	04/10/2020	3.30	.00		
2190	CITY OF EDGERTON	1ST QTR 20 50	1ST QTR 2020 UTILITY BILL	04/10/2020	8.30	.00		
2190	CITY OF EDGERTON	1ST QTR 20 50	1ST QTR 2020 UTILITY BILL	04/10/2020	6.50	.00		
Total 2190:					9,408.23	.00		
2209								
2209	BAER INSURANCE SERVICES L	3620A	AUTO LIABILITY INSURANCE	04/10/2020	492.03	492.03	03/17/2020	
2209	BAER INSURANCE SERVICES L	3620A	AUTO LIABILITY INSURANCE	04/10/2020	492.03	492.03	03/17/2020	
2209	BAER INSURANCE SERVICES L	3620A	LIABILITY INSURANCE	04/10/2020	3,385.80	3,385.80	03/17/2020	
2209	BAER INSURANCE SERVICES L	3620A	LIABILITY INSURANCE	04/10/2020	920.30	920.30	03/17/2020	
2209	BAER INSURANCE SERVICES L	3620A	WORKER'S COMP INSURANCE	04/10/2020	1,114.07	1,114.07	03/17/2020	
2209	BAER INSURANCE SERVICES L	3620A	WORKER'S COMP INSURANCE	04/10/2020	1,592.47	1,592.47	03/17/2020	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
Total 2209:					7,996.70	7,996.70		
2624								
2624	MARK'S CHEMICAL LLC	13474	SODIUM HYPOCHLORITE	04/10/2020	639.00	.00		
Total 2624:					639.00	.00		
2887								
2887	DELTA DENTAL OF WISCONSIN	APRIL 20	APRIL 20 DENTAL INSURANCE	04/10/2020	251.19	.00		
2887	DELTA DENTAL OF WISCONSIN	APRIL 20	APRIL 20 DENTAL INSURANCE	04/10/2020	251.19	.00		
Total 2887:					502.38	.00		
3175								
3175	MOTOR PARTS & EXHAUST LLC	1-306954	OIL - WWTP	04/10/2020	12.68	.00		
3175	MOTOR PARTS & EXHAUST LLC	1-307587	THERMAL FLASHER - VACTOR	04/10/2020	6.92	.00		
3175	MOTOR PARTS & EXHAUST LLC	1-308056	OIL - WATER DEPT VEHICLES	04/10/2020	4.49	.00		
Total 3175:					24.09	.00		
3404								
3404	BURNS FULL SERVICE LLC	MARCH 20A	MARCH 2020 GAS/DIESEL CHA	04/10/2020	178.02	.00		
Total 3404:					178.02	.00		
3534								
3534	CHARTER COMMUNICATIONS	000011503012	WATER DEPARTMENT INTERNE	04/10/2020	32.50	.00		
Total 3534:					32.50	.00		
3557								
3557	DAVE'S MILTON ACE HARDWAR	A36666	SHIPMENT OF SAMPLES	04/10/2020	37.07	.00		
Total 3557:					37.07	.00		
3583								
3583	ASLESON'S HARDWARE INC	B772482	CHAINSAW REPAIR - SEWER D	04/10/2020	68.43	.00		
Total 3583:					68.43	.00		
3608								
3608	WI DEPT OF NATURAL RESOUR	31691-20	RECERTIFICATION FOR JIM REI	04/10/2020	45.00	.00		
3608	WI DEPT OF NATURAL RESOUR	32805-20	RECERTIFICATION FOR THOMA	04/10/2020	45.00	.00		
Total 3608:					90.00	.00		
3690								
3690	CEDAR CORPORATION	103056	WATER UTILITY CORRISION ST	04/10/2020	700.00	.00		
Total 3690:					700.00	.00		
3883								
3883	ABSOLUTE MOBILE TESTING L	120-391A	DRUG AND ALCOHOL TESTING	04/10/2020	77.50	.00		
Total 3883:					77.50	.00		

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
4414								
4414	SUMMIT SAFETY LLC	1429601	FIRE EXTINGUISHER UPDATES	04/10/2020	65.00	.00		
4414	SUMMIT SAFETY LLC	1454284	NEW FIRE EXTINGUISHER - W	04/10/2020	360.50	.00		
4414	SUMMIT SAFETY LLC	1455369	TRIP CHARGE CREDIT	04/10/2020	35.00-	.00		
4414	SUMMIT SAFETY LLC	1493347	TRIP CHARGE CREDIT - WATER	04/10/2020	35.00-	.00		
Total 4414:					355.50	.00		
4467								
4467	MUNICIPAL PROPERTY	31320A	PERSONAL PROPERTY INSURA	04/10/2020	19,129.00	19,129.00	03/17/2020	
4467	MUNICIPAL PROPERTY	31320A	PERSONAL PROPERTY INSURA	04/10/2020	4,999.00	4,999.00	03/17/2020	
Total 4467:					24,128.00	24,128.00		
4659								
4659	CENTURYLINK	1487311518A	LONG DISTANCE CHARGES	04/10/2020	.08	.00		
4659	CENTURYLINK	1487311518A	LONG DISTANCE CHARGES	04/10/2020	.08	.00		
4659	CENTURYLINK	1489221217	LONG DISTANCE CHARGES	04/10/2020	.07	.00		
4659	CENTURYLINK	1489221217	LONG DISTANCE CHARGES	04/10/2020	.08	.00		
Total 4659:					.31	.00		
4880								
4880	BAYSIDE PRINTING, LLC	137040	1ST QTR 20 NEWSLETTER INS	04/10/2020	81.80	.00		
4880	BAYSIDE PRINTING, LLC	137040	1ST QTR 20 NEWSLETTER INS	04/10/2020	81.80	.00		
Total 4880:					163.60	.00		
5031								
5031	JOHNSON, ERIC	2901004	REFUND OF OVERPAYMENT O	04/10/2020	98.04	98.04	03/27/2020	
5031	JOHNSON, ERIC	2901004	REFUND OF OVERPAYMENT O	04/10/2020	153.08	153.08	03/27/2020	
Total 5031:					251.12	251.12		
5036								
5036	POWERHOUSE INVESTMENTS,	3/10/20	OVERPAYMENT UTILITY REFUN	04/10/2020	116.65	.00		
Total 5036:					116.65	.00		
Grand Totals:					67,456.45	32,520.71		

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
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GRAND TOTAL: \$67,456.45

UTILITY COMMISSION MEETING

Meeting Date: April 13, 2020

Vouchers Payable submitted By: Jenny Salvo, Administrative Assistant

James Kapellen (Chairperson)

Debbie Olson (Aldersperson)

Candy Davis (Aldersperson)

Report Criteria:

Detail report.

Invoices with totals above \$0 included.

Paid and unpaid invoices included.

Invoice Detail.Input Date = 04/10/2020

Invoice.Batch = "ACH","JS","CC"

TO: Utility Commission

FROM: Staff

MEETING DATE: April 13, 2020

GENERAL DESCRIPTION

111 Blanchard St Billing Credit

The homeowner at 111 Blanchard St was asked to trickle their water for the winter season. When calculating the credit for doing that, the billing department uses an average usage for the last 4 previous quarters. The average usage was figured out at 7,000 gallons and the homeowner only used 7,000 gallons so no credit was given. The homeowner called and inquired about why she did not get a credit. The billing department refigured the average usage and found it to be 6,000 gallons. The homeowner requested the 1,000 be credited to her. The cost of 1,000 gallons is \$3.48 for the water and \$7.45 for the sewer. A total credit of \$10.93 is due to the homeowner.

Memo

To: Utilities Commission
From: Staff
Date: 4/9/2020
Re: 2004 Borrowing

The water utility has a 2004 Refunding Bond loan that could be prepaid. The last scheduled payment for the loan is 2024. The loan has a 4.5% interest rate which is by far the highest rate of any loans for the water utility. The remaining principal amount that could be prepaid is \$215,000.

South Main Street water and sewer infrastructure will be reconstructed next year. The estimated cost of the water portion of this project is \$728,000. This is a huge project for the utility to undertake without borrowing funds. Based on the updated 5 year forecast, whether the loan was repaid or not, the utility would have positive, but very limited cash in 2021-2024, (if the utility did not borrow)

The Utility Commission should discuss the advantages and disadvantages of prepaying the 2004 loan this year.

Advantages:

There is an estimated \$20,000 savings in interest charges for paying off this loan. Paying off this loan also reduces the utility's debt coverage requirement which frees up funds for operations.

Disadvantages:

The actual cash position of the utility would be worse in 2020-2023 if the loan were repaid.

Analysis:

It appears from the forecast that the low cash position in either scenario is not due to rates being too low but instead due to the size of the capital projects planned. The solution to low cash in this case would be a borrowing as opposed to raising rates to cover the shortfall.

In either of the scenarios listed above, the utility may decide to borrow for the S Main Street project. If the utility decides to borrow for the project, it is very likely the rate would be lower than the rate of the 2004 Bond, and there is a possibility that the City may "loan" funds to the utility at a very favorable rate.

Based on this analysis, staff recommends the Utility prepay the 2004 loan at this time.

EDGERTON WATERWORKS

March Report 2020

1. Monthly samples were taken to the State Lab of Hygiene. All samples were safe.
2. Quarterly meter reading was completed.
3. The chlorine pump at #4 needed some maintenance. It is working fine.
4. The Vactor was used to suck sand out of valve boxes.
5. Painting was done.
6. Repaired a leaking water service at 3139 Arthur Dr.
7. Locates were done.
8. Monthly DNR report was submitted.

Thomas A. Pennekamp/Operator-in-charge

EDGERTON W.W.T.P. REPORT

MARCH 2020

1. Daily lab work.
2. D.N.R. reports.
3. Did sewer and lift station checks.
4. General-plant maintenance was done.
5. Did phosphorus and ammonia sampling for D.N.R. reports.
6. Trimmed trees and cut brush back on the Salem ST. easement
7. Cleaned and washed out the Grit room
8. The quarterly maintenance was done at the plant.
10. Cleaned and flushed out clarifier feed well and the weirs.
11. Working on draining and cleaning the tanks on structure #40.
12. Aeration blower #3 failed. Tried to reset the V F D drive, but it will not reset. I will have to call L.W. Allen and have them come and check it out.
13. Changed aeration and digester blower filters.

Thank-You
James Reilly
Edgerton - W.W.T.P.