

CITY OF EDGERTON

**UTILITIES COMMISSION
EDGERTON CITY HALL
12 ALBION STREET**

Monday May 9, 2022 at 5:30 p.m.

NOTICE: The meeting noticed above will also be live streamed on a Zoom platform: To view the meeting, please select the link to the meeting listed on the **calendar events** on the City website's home page at www.cityofedgerton.com. Due to occasional technical difficulties, citizen participation via Zoom may not be possible.

1. Call to Order; Roll Call.
2. Confirmation of Meeting Notice on Friday, May 6, 2022.
3. Personal appearances for non-agenda items limited to 3 minutes.
4. Consider April 11, 2022 Utility Commission Minutes.
5. Consider overpayment refunds.
 - a. 407 N Main St
 - b. 713 Pearl St
6. Consider Vouchers Payable.
7. Consider leak credit for 406 S Main St.
8. Consider leak credit for 718 Washington St.
9. Consider change order to KS Energy contract for private lead lateral project.
10. Consider public side water lateral project.
11. Operator's Reports.
12. Director's Report.
13. Administrative Report.
14. 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.

**APRIL 11, 2022 UTILITY COMMISSION MEETING MINUTES
CITY OF EDGERTON**

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

Present: Paul Davis, Candy Davis, Jim Kapellen, Rick Petersen, Todd Wescott, Lawanna Schieldt, and Denise Langan

Others Present: Municipal Services Director Howard Moser and City Administrator Ramona Flannigan.

Flannigan confirmed the meeting agenda was properly posted on Friday April 8, 2022 at the Post Office, Edgerton Library, City Hall and the City's website.

MINUTES: A Paul Davis/Denise Langan motion to approve the March 14, 2022 Utility Commission meeting minutes passed, all voted in favor.

VOUCHERS PAYABLE: A Jim Kapellen/Rick Petersen motion to approve vouchers payable in the amount of \$95,512.79 passed on a 7/0 roll call vote.

BILLING ADJUSTMENT FOR 108 WEST ST: A Denise Langan/Lawanna Schieldt motion to rectify the billing amount at 108 West St to the correct amount of \$299.84, with a billing adjustment of \$8,560.08 passed on a 7/0 roll call vote.

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

Howard Moser/mjf
Municipal Services Director



Connect to Endless Possibilities

BUSINESS • COMMUNITY • RECREATION

April 13, 2022

Green TEK/CPT
3706 Enterprise Dr
Janesville, WI 53546

RE: 407 N Main St

To Whom it may Concern,

Earlier this month you requested a refund of the credit that currently is on the account at the above address. The current credit amount is \$-2,198.00. 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.

Please keep in mind that the account at 407 N Main St will continue to be billed \$124.20 per quarter for a stormwater fee. This amount will be due by you after the credit is reimbursed.

Thank you

Wendy Loveland

Wendy Loveland
City Clerk
CITY OF EDGERTON

Please send me a refund check in the amount of \$2,198.00 for the credit at 407 N Main St. My current address is:

CDT /Accounts Payable

Name

3706 Enterprise Dr

Address

Address 2

Janesville WI, 53546

City, State, Zip

Report Criteria:

Detail report.
 Invoices with totals above \$0 included.
 Paid and unpaid invoices included.
 Invoice Detail.Input Date = 05/06/2022
 Invoice.Batch = "CC","CK","ACH"

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
21								
21	ALLIANT ENERGY	APR 22 21330	APR 22 213303 ELECTRIC CHA	05/06/2022	48.51	.00		
21	ALLIANT ENERGY	APR 22 22700	APR 22 227005 ELECTRIC CHA	05/06/2022	24.48	.00		
21	ALLIANT ENERGY	APR 22 22700	APR 22 227005 GAS CHARGES	05/06/2022	29.26	.00		
21	ALLIANT ENERGY	APR 22 23641	APR 22 236416 ELECTRIC CHA	05/06/2022	29.63	.00		
21	ALLIANT ENERGY	APR 22 35777	APR 22 35777 ELECTRIC CHAR	05/06/2022	1,220.67	.00		
21	ALLIANT ENERGY	APR 22 35777	APR 22 35777 GAS CHARGES	05/06/2022	65.48	.00		
21	ALLIANT ENERGY	APR 22 36096	APR 22 360963 ELECTRIC CHA	05/06/2022	900.10	.00		
21	ALLIANT ENERGY	APR 22 37005	APR 22 370054 GAS AND ELEC	05/06/2022	261.41	.00		
21	ALLIANT ENERGY	APR 22 42290	APR 22 422906 ELECTRIC CHA	05/06/2022	4,843.06	.00		
21	ALLIANT ENERGY	APR 22 42290	APR 22 422906 GAS CHARGES	05/06/2022	201.44	.00		
21	ALLIANT ENERGY	APR 22 48150	APR 22 481500 ELECTRIC CHA	05/06/2022	140.16	.00		
21	ALLIANT ENERGY	APR 22 71524	APR 22 715243 ELECTRIC CHA	05/06/2022	1,024.10	.00		
21	ALLIANT ENERGY	APR 22 88165	APR 22 881653 ELECTRIC CHA	05/06/2022	1,135.70	.00		
21	ALLIANT ENERGY	APR 22 88165	APR 22 881653 GAS CHARGES	05/06/2022	23.35	.00		
Total 21:					9,947.35	.00		
109								
109	MACQUEEN EQUIPMENT	P24025	PARTS -	05/06/2022	402.35	.00		
Total 109:					402.35	.00		
194								
194	DEEGAN'S HARDWARE INC	APRIL 2022	APR 2022- SEWER	05/06/2022	29.59	.00		
194	DEEGAN'S HARDWARE INC	APRIL 2022	APR 2022- SEWER	05/06/2022	49.43	.00		
194	DEEGAN'S HARDWARE INC	APRIL 2022	APR 2022- WATER	05/06/2022	49.98	.00		
Total 194:					129.00	.00		
206								
206	DIGGERS HOTLINE INC	220 3 52801	MARCH 2022 LOCATE TICKETS	05/06/2022	52.73	.00		
206	DIGGERS HOTLINE INC	220 3 52801	MARCH 2022 LOCATE TICKETS	05/06/2022	52.74	.00		
Total 206:					105.47	.00		
259								
259	FASTENAL COMPANY	WIJAN237956	GLOVES	05/06/2022	142.50	.00		
Total 259:					142.50	.00		
311								
311	FRONTIER COMMUNICATIONS	APRIL 2022A	608-884-6531 TELEPHONE CHA	05/06/2022	212.77	.00		
311	FRONTIER COMMUNICATIONS	APRIL 2022A	608-884-1968 TELEPHONE CHA	05/06/2022	52.13	.00		
311	FRONTIER COMMUNICATIONS	APRIL 2022A	262-002-7247 TELEPHONE CHA	05/06/2022	32.28	.00		
311	FRONTIER COMMUNICATIONS	APRIL 2022A	262-002-7243 TELEPHONE CHA	05/06/2022	66.36	.00		
Total 311:					363.54	.00		

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
406								
406	LW ALLEN LLC	CD99428515	ELECTRICAL SERVICE LABOR,	05/06/2022	264.77	.00		
Total 406:					264.77	.00		
488								
488	MILLER-BRADFORD & RISBER	E01206A	LOADER	05/06/2022	41,850.00	.00		
488	MILLER-BRADFORD & RISBER	E01206A	LOADER	05/06/2022	27,900.00	.00		
Total 488:					69,750.00	.00		
490								
490	SECURIAN FINANCIAL GROUP,	JUNE 2022	JUNE 2022 LIFE INSURANCE	05/06/2022	56.03	.00		
490	SECURIAN FINANCIAL GROUP,	JUNE 2022	JUNE 2022 LIFE INSURANCE	05/06/2022	73.35	.00		
Total 490:					129.38	.00		
561								
561	PITNEY BOWES GLOBAL FINAN	3315254541A	LEASE PERIOD 12/30/2021-03/2	05/06/2022	3.49	.00		
561	PITNEY BOWES GLOBAL FINAN	3315254541A	LEASE PERIOD 12/30/2021-03/2	05/06/2022	3.49	.00		
Total 561:					6.98	.00		
600								
600	ROCK ENERGY COOPERATIVE	APRIL 22 9036	90363001 DALLMAN TOWER	05/06/2022	29.22	29.22	04/19/2022	
Total 600:					29.22	29.22		
779								
779	WI DEPT OF EMPLOYEE TRUST	JUNE 2022	JUNE 2022 HEALTH INSURANC	05/06/2022	4,477.63	.00		
779	WI DEPT OF EMPLOYEE TRUST	JUNE 2022	JUNE 2022 HEALTH INSURANC	05/06/2022	5,401.90	.00		
Total 779:					9,879.53	.00		
866								
866	STEVE'S 51 REPAIR	16509	ENGINE WORK AND OIL CHAN	05/06/2022	398.00	.00		
Total 866:					398.00	.00		
934								
934	STAPLES CREDIT PLAN	7354733139A	COFFEE, BATTERIES, PAPER, T	05/06/2022	22.15	.00		
934	STAPLES CREDIT PLAN	7354733139A	COFFEE, BATTERIES, PAPER, T	05/06/2022	22.15	.00		
Total 934:					44.30	.00		
2023								
2023	USA BLUEBOOK	706640	BRASS GATE VALVE	05/06/2022	68.77	.00		
Total 2023:					68.77	.00		
2209								
2209	BAER INSURANCE SERVICES L	6112A	INCREASE TRAVELERS CRIME	05/06/2022	8.11	.00		
2209	BAER INSURANCE SERVICES L	6112A	INCREASE TRAVELERS CRIME	05/06/2022	8.11	.00		
Total 2209:					16.22	.00		

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
2887								
2887	DELTA DENTAL OF WISCONSIN	1756213A	MAY 2022 DENTAL INSURANCE	05/06/2022	300.51	.00		
2887	DELTA DENTAL OF WISCONSIN	1756213A	MAY 2022 DENTAL INSURANCE	05/06/2022	378.99	.00		
Total 2887:					679.50	.00		
2890								
2890	PITNEY BOWES PURCHASE PO	APRIL 2022A	POSTAGE - SEWER DEPT	05/06/2022	10.08	.00		
2890	PITNEY BOWES PURCHASE PO	APRIL 2022A	POSTAGE - WATER DEPT	05/06/2022	10.09	.00		
Total 2890:					20.17	.00		
3404								
3404	BURNS FULL SERVICE LLC	APRIL 2022	APRIL 2022-GAS/DIESEL CHAR	05/06/2022	454.07	.00		
3404	BURNS FULL SERVICE LLC	APRIL 2022	APRIL 2022-GAS/DIESEL CHAR	05/06/2022	201.00	.00		
Total 3404:					655.07	.00		
3557								
3557	DAVE'S MILTON ACE HARDWAR	C54447	SHIPMENT OF SAMPLES	05/06/2022	34.11	.00		
3557	DAVE'S MILTON ACE HARDWAR	C54447	DISTILLED WATER, FREEZER B	05/06/2022	19.96	.00		
Total 3557:					54.07	.00		
3608								
3608	WI DEPT OF NATURAL RESOUR	059173	WATER WORKS LICENSE RENE	05/06/2022	45.90	.00		
Total 3608:					45.90	.00		
3690								
3690	CEDAR CORPORATION	111109	WATER UTILITY CORROSION S	05/06/2022	2,195.00	.00		
3690	CEDAR CORPORATION	111111	SOUTH MAIN STREET UTILITY	05/06/2022	2,604.80	.00		
3690	CEDAR CORPORATION	111113	2022 LEAD SERVICE LATERAL	05/06/2022	1,523.42	.00		
Total 3690:					6,323.22	.00		
4364								
4364	GREEN-TEK/CPT	APR 2022A	CREDIT REFUND 407 N MAIN S	05/06/2022	885.10	.00		
Total 4364:					885.10	.00		
4463								
4463	NELSON, ZACH	APRIL 2022	REIMBURSEMENT FOR WRWA	05/06/2022	25.62	.00		
Total 4463:					25.62	.00		
4464								
4464	HONEY WAGON SERVICES, INC	89432	PUMP OUT SLUDGE - WWTP	05/06/2022	487.66	.00		
Total 4464:					487.66	.00		
4659								
4659	CENTURYLINK	288380728A	APRIL 2022 LONG DISTANCE C	05/06/2022	.07	.00		
4659	CENTURYLINK	288380728A	APRIL 2022 LONG DISTANCE C	05/06/2022	.07	.00		
Total 4659:					.14	.00		

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
5184								
5184	BUMPER TO BUMPER EDGERT	625-344934	JUMPER CABLE	05/06/2022	51.49	.00		
Total 5184:					51.49	.00		
5214								
5214	GRANITE TELECOMMUNICATIO	561124451	WWTP LINE CHARGES	05/06/2022	132.84	.00		
5214	GRANITE TELECOMMUNICATIO	561124451	608-884-3341 WATER	05/06/2022	119.16	.00		
5214	GRANITE TELECOMMUNICATIO	561124451	608-884-3341 SEWER	05/06/2022	119.15	.00		
Total 5214:					371.15	.00		
5401								
5401	HERNANDEZ, DEBBI	APRIL 2022A	UTILITY CREDIT REFUND- 713	05/06/2022	239.97	.00		
5401	HERNANDEZ, DEBBI	APRIL 2022A	UTILITY CREDIT REFUND- 713	05/06/2022	215.88	.00		
Total 5401:					455.85	.00		
5403								
5403	CSWEA	APRIL 2022	2022 CSWEA SEMINAR - MOSE	05/06/2022	40.00	.00		
Total 5403:					40.00	.00		
Grand Totals:					101,772.32	29.22		

GRAND TOTAL: \$101,772.32

May 9, 2022

Vouchers Payable submitted By: Maddie Friend, Administrative Assistant

James Kapellen (Chairperson)

Paul Davis (Aldersperson)

Candy Davis (Aldersperson)

Report Criteria:

- Detail report.
- Invoices with totals above \$0 included.
- Paid and unpaid invoices included.
- Invoice Detail.Input Date = 05/06/2022
- Invoice.Batch = "CC","CK","ACH"

Memo

To: Utility Commission
From: Wendy Loveland
Date: 05/09/2022
Re: Leak Credit at 406 S Main St

The owner of 406 S Main St is requesting a credit for 54,000 gallons of sewer due to a running water softener. He has submitted a short letter along with the affidavit form for your review.

The average usage for the last four quarters was 32,000 gallons. The first quarter billing was for 86,000 gallons so the possible credit he is asking for is on 54,000 gallons. The Commission is not obligated to award a credit at this time.

If the Commission agrees to award a credit, below is the maximum credit allowed:

Maximum water credit allowed: \$97.20

Maximum sewer credit allowed: \$311.04

05/05/2022

To Whom it:

The reason why I'm requesting the credit is because, I did not know that, there was a water leak in the water filter. That's why the bill was very expensive. But I'm already taking care of the problem.

I hope you guys can help me.
Thank you so much in advance for your attention.

JORGE CORTES

406 S. Main St
Edgerton, WI
53534

LEAK CREDIT AFFIDAVIT

This form is required if your leak credit request is 20,000-50,000 gallons over your average usage

I, Silvia Cortez, personally appeared before the undersigned notary public to affirm that either I or my contractor have made repairs to the plumbing or appliance that has caused the leak for which I seek a credit. I affirm the following statements:

Describe the location of the leak. Water Soft

Describe the probable cause of the leak. It kept cycling

***Attach all receipts for materials or repairs related to the leak.**

I understand that if a credit is approved, I may not apply for another leak credit for 3 years.

Silvia Cortez Date: 05/05/2022
Signature of property owner/tenant

State of Wisconsin
County of Rock

Signed and sworn to (or affirmed) before me on May 5, 2022
Date

by Silvia Cortez

Printed name(s) of individual(s) making statement

who proved to me on the basis of satisfactory evidence to be the person(s) who appeared before me.

Wendy J. Goulet
Notary Public

My commission expires on 4-12-23

ACCOUNT NO: 1.0420.02

	05/05/2022	04/20/2022		1,057.37
GREGOREO, JORGE SYLVIA CORTEZ 406 S MAIN ST EDGERTON WI 53534				1,089.09

GREGOREO, JORGE
SERVICE ADDRESS 406 S MAIN ST
ACCOUNT NO: 1.0420.02

05/05/2022
PREVIOUS BALANCE:

WATER	12/14/2021	03/14/2022	108	22	86	313.23
SEWER					86	701.59
STORM WATER						10.00
PUBLIC FIRE PROTECTION						32.55

PENALTY-WATER
PENALTY-SEWER
PENALTY-STORM WATER
RECONNECT - WATER
RECONNECT SEWER

TOTAL CURRENT CHARGES: 1,057.37

TOTAL AMOUNT DUE NOW: 1,057.37

AFTER DUE DATE 1,089.09

Memo

To: Utility Commission
From: Wendy Loveland
Date: 05/09/2022
Re: Leak Credit at 718 Washington St

The owner of 718 Washington St is requesting a credit for 252,000 gallons of sewer due to a burst pipe. The maintenance contractor has submitted a short letter along with the affidavit form for your review.

The average usage for the last four quarters was 0 gallons. The first quarter billing was for 252,000 gallons so the possible credit he is asking for is on 252,000 gallons. The Commission is not obligated to award a credit at this time.

If the Commission agrees to award a credit, below is the maximum credit allowed:

Maximum water credit allowed: \$453.60

Maximum sewer credit allowed: \$1,451.52

AT 118 WASHINGTON STREET

SECOND FLOOR PIPE BURST, FIX WAS TURNED OFF
WATER AND BYPASSED LEAK.

Scott Jernell

CERTIFIED TECHNICIAN/CONTRACTOR VERIFICATION
FORM

This form is required if your leak credit request is 50,000 -
gallons or more over your average usage

Technician Name: Scott Lovell License # DCQ-022000232

Company Name: Scott Lovell Construction

Company Address: _____

Company Phone #: 608-698-3411

The above named Certified Technician/Contractor certifies that he/she made the following

repairs: shut water off & bypassed the leak

at the address: 718 Washington St.

Scott Lovell
(Technician Signature)

State of Wisconsin
County of Rock

Signed and sworn to (or affirmed) before me on 4/21/2022
Date

by Scott Lovell
Printed name(s) of individual(s) making statement

who proved to me on the basis of satisfactory evidence to be the person(s) who appeared before me.

Kacey Orza
Notary Public

My commission expires on 7-17-2024



ACCOUNT NO: 5.8690.01

	05/05/2022	04/20/2022		2,838.55
MIDTBO, LARRY				
3421 STONY CREST RD				
MCFARLAND WI 53558				2,923.70

MIDTBO, LARRY	05/05/2022
SERVICE ADDRESS 718 WASHINGTON ST	
ACCOUNT NO: 5.8690.01	PREVIOUS BALANCE:

WATER	12/15/2021	03/15/2022	2,410	2,158	252	821.19
SEWER					252	1,974.81
STORM WATER						10.00
PUBLIC FIRE PROTECTION						32.55

PENALTY-WATER
PENALTY-SEWER
PENALTY-STORM WATER
RECONNECT - WATER
RECONNECT SEWER

TOTAL CURRENT CHARGES:	2,838.55
TOTAL AMOUNT DUE NOW:	2,838.55
AFTER DUE DATE	2,923.70

THE AMOUNT DUE WILL BE DEDUCTED FROM YOUR BANK ACCOUNT ON THE FRIDAY BEFORE THE DUE DATE.

Memo

To: Utility Commission
From: Staff
Date: 5/5/2022
Re: May 9, 2022 Meeting

Private Lead Lateral Project Change Order: The bid for the private lead lateral replacement program using DNR grant funds was awarded for KS Energy. KS's bid for private side work, (from the curb stop to house) is low enough that we can increase their contract by the maximum allowed (15%) to in order to utilize the grant funding we have available. This will allow us to replace more private side laterals. Due to the size of the change order, the contractor can adjust their price. KS Energy has proposed to do all the base bid work and the "extra work" for \$87.44 per linear foot. Last year we paid approximately \$100 per linear foot. The next lowest bidder was at \$210/linear foot. Staff recommends the Commission approves the change order.

Private Lead Lateral Project Public Side Lateral Contract: WDNR requires the public side of the lateral (from the main to curb stop) be replaced if grant funding is used to replace the private side lateral. This year's program will require we replace some of the public side laterals. The current estimate is 68 public side laterals will need to be replaced. The public side work is not covered by the DNR grant so the Utility must pay for these costs. The City will now bid out the public side work.

In addition to replacing all of the public side laterals where the private side lateral is being replaced, staff recommends the Utility replace all of the public side laterals on two streets: East Lawton and East High Streets. A decision to replace all of the public side laterals on these two streets would add a maximum of 26 laterals to this year's program. This recommendation is based on the following

- The mains on these streets are not scheduled to be replaced within the next 10 years.
- The majority of the public side laterals will have to be replaced this year because the majority of the private side laterals are in the program.
- If we replace all of the public side laterals, we would not have to open up the street again until the main is replaced which may reduce costs.

The Commission should decide if they wish to replace the "extra" 26 public side laterals this year.

EDGERTON W.W.T.P. REPORT

APRIL 2022

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. Called the Wisconsin State Lab. To set up the E. coli test that the D.N.R, are requiring us to do weekly for the disinfection season.
7. Called in the Honey Wagon to remove the grease from the #2 clarifier. We then drained and cleaned it and changed the flow to the #1 clarifier. For the disinfection season.
8. Working on rebuilding the large sludge bed, had to order ten more loads of birds -eye sand I hope this will be enough to finish it.
9. Aeration blower #1 looks to have developed a leak on the shaft seal. We will have to keep on eye on it and place a call to Crane and have them replace the seal.
10. Hosed out the U.V. Tank and the channel leading to it. Placed the U.V. bulbs back in place and started up the disinfection system as required by the D.N.R.
11. Did the maintenance and started up the RAS. Pumps #1&2 they are ready to go for the summer season.

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

EDGERTON WATERWORKS

April Report 2022

1. Monthly samples were taken to the State Lab of Hygiene. All samples were safe.
2. Repair the water service line at 409 S Main St. It had been hit by the company that has been installing new gas lines.
3. Repair the sanitary service line at 727 S Main St. This line was also hit by the company installing gas lines.
4. Fixed a leaking water service line at 106 Albion St.
5. The chlorine pumps at #3 and #4 needed some routine maintenance. Both are now working fine.
6. Valves and manholes were adjusted at IKI. Had to dig up and put a new box on one of the valves. We may have to adjust them a little bit when blacktopping starts.
7. Street valves are being exercised.
8. Locates were done.
9. Monthly DNR report was submitted.

Thomas A. Pennekamp/Operator-in-charge