

**OCTOBER 10, 2022 UTILITY COMMISSION MEETING MINUTES
CITY OF EDGERTON**

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

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

Excused: Paul Davis and Todd Wescott

Others Present: City Administrator Ramona Flanigan, Municipal Services Director Howard Moser and citizens.

Moser confirmed the meeting agenda was properly posted on Friday, October 7, 2022 at the Post Office, Edgerton Library, City Hall and the City's website.

MINUTES: A Denise Langan/Lawanna Schieldt motion to approve the September 12, 2022 Utility Commission meeting minutes passed, all voted in favor.

PAY REQUEST #4 FROM KS ENERGY FOR THE 2022 PRIVATE SIDE LEAD LATERAL REPLACEMENT PROJECT: A Candy Davis/Rick Peterson motion to approve pay request #4 for KS Energy for the 2022 private side lead lateral replacement project in the amount of \$147,041.89 passed on a 5/0 roll call vote.

PAY REQUEST #2 FROM BKS EXCAVATING FOR THE 2022 PUBLIC SIDE LEAD LATERAL REPLACEMENT PROJECT: A Candy Davis/Denise Langan motion to approve pay request #2 for BKS Excavating for the 2022 public side lead lateral replacement project in the amount of \$190,029.45 passed on a 5/0 roll call vote.

OVERPAYMENT REFUND FOR 702 HUBERT ST: A Denise Langan/Rick Peterson motion to approve an overpayment refund in the amount of \$422.59 passed on a 5/0 roll call vote.

VOUCHERS PAYABLE: A Jim Kapellen/Candy Davis motion to approve vouchers payable in the amount of \$400,577.31 passed on a 5/0 roll call vote.

CREDIT BALANCE WRITE-OFFS: A Denise Langan/Lawanna Schieldt motion to approve a credit balance write-off for 13 Highland Ave in the amount of \$20.01 and a credit balance write-off for 18 Lilac Ln in the amount of \$10.20 passed on a 5/0 roll call vote.

BANKRUPTCY WRITE-OFFS: A Lawanna Schieldt/Rick Peterson motion to approve a bankruptcy write-off for 241 W Lawton St in the amount of \$1,648.45 and a bankruptcy write-off for 1004 Diane Dr in the amount of \$656.48 passed on a 5/0 roll call vote.

BAD DEBT WRITE-OFF FOR 302 S MAIN ST: A Candy Davis/Denise Langan motion to approve a bad debt write-off for 302 S Main St in the amount of \$291.60 passed on a 5/0 roll call vote.

BILLING CREDITS: A Candy Davis/Denise Langan motion to a billing credit for 212 W Fulton St in the amount of \$33.05 and a billing credit for 7 Cherry St in the amount of \$3.12 passed on a 5/0 roll call vote.

2023 BUDGET: The 2023 water utility and sewer utility draft budgets were presented and discussed. The water utility draft will need to include an additional \$8,000 in the chemical treatment budget line for phosphate. Additionally, the private laterals-engineering budget line amount needs to be included on the total budget line for total private laterals maintenance.

A Candy Davis/Denise Langan motion to approve the 2023 water utility budget with the discussed changes passed on a 5/0 roll call vote.

A Jim Kapellen/Candy Davis motion to approve the 2023 sewer utility budget passed on a 5/0 roll call vote.

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

Howard Moser/mjf
Municipal Services Director