

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

**Monday April 11, 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](http://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, April 8, 2022.
3. Personal appearances for non-agenda items limited to 3 minutes.
4. Consider March 14, 2022 Utility Commission Minutes.
5. Consider Vouchers Payable.
6. Consider billing adjustment for 108 West St
7. Operator's Reports.
8. Director's Report.
9. Administrative Report.
10. 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 14, 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 Clerk Wendy Loveland.

Loveland confirmed the meeting agenda was properly posted on Friday March 11, 2022 at the Post Office, Edgerton Library, and City Hall.

**MINUTES:** A Denise Langan/Lawanna Schieldt motion to approve the February 14, 2022 Utility Commission meeting minutes passed on a 7/0 roll call vote.

**BANKRUPTCY WRITEOFF:** A Denise Langan/Candy Davis motion to approve the bankruptcy write-off for 709 W Fulton St in the amount of \$1,263.41 passed on a 7/0 roll call vote.

**OVERPAYMENT REIMBURSEMENT:** A Rick Petersen/Jim Kapellen motion to approve the reimbursement of overpayment to 709 W Fulton St in the amount of \$284.74 passed on a 7/0 roll call vote.

**VOUCHERS PAYABLE:** A Jim Kapellen/Rick Petersen motion for vouchers payable in the amount of \$73,158.56 passed on a 7/0 roll call vote.

**FUNDING FOR GRANT INELIGIBLE PRIVATE LATERALS:** Staff did an analysis of the commercial properties with lead laterals. According to the WDNR Private Lead Lateral grant, commercial properties are eligible for grant funding if they have a residential component. Staff found no more than 10 properties with lead laterals that are ineligible for the DNR grant program. Before the analysis was done, the Commission had recommended using rate payer funds to pay for half of the cost of the replacement of these laterals. Using rate payer funds would require the city get PSC approval. This approval could take up to 3-6 months and could result in a denial due to statutory restrictions. Staff recommended the Council consider not pursuing PSC approval to use rate payer funds and instead utilize 100% ARPA funds or special assessments for these properties.

A Jim Kapellen/Todd Wescott motion to recommend to Council using 100% ARPA funds or special assessments for 50% of the cost, to fund the replacement of commercial lead laterals passed on a 7 /0 roll call vote.

**LEAK DETECTION SURVEY QUOTE:** A Candy Davis/Lawanna Schieldt motion to approve the leak detection survey quote from American Leak Detection for a full hydrant valve survey in an amount not to exceed \$10,000 passed on a 7/0 roll call vote.

Being no other business before the Commission, a Lawanna Schieldt/Denise Langan motion to adjourn passed, on a 7/0 roll call vote.

Howard Moser/wjl  
Municipal Services Director

Report Criteria:

Detail report.  
 Invoices with totals above \$0 included.  
 Paid and unpaid invoices included.  
 Invoice Detail.Input Date = 04/08/2022  
 Invoice.Batch = "CC","CK","ACH"

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
<b>21</b>								
21	ALLIANT ENERGY	MAR 22 21330	MAR 22 213303 ELECTRIC CHA	04/08/2022	51.07	.00		
21	ALLIANT ENERGY	MAR 22 22700	MAR 22 227005 ELECTRIC CHA	04/08/2022	26.79	.00		
21	ALLIANT ENERGY	MAR 22 22700	MAR 22 227005 GAS CHARGES	04/08/2022	40.62	.00		
21	ALLIANT ENERGY	MAR 22 23641	MAR 22 236416 ELECTRIC CHA	04/08/2022	31.62	.00		
21	ALLIANT ENERGY	MAR 22 35777	MAR 22 35777 ELECTRIC CHAR	04/08/2022	1,443.97	.00		
21	ALLIANT ENERGY	MAR 22 35777	MAR 22 35777 GAS CHARGES	04/08/2022	86.79	.00		
21	ALLIANT ENERGY	MAR 22 36096	MAR 22 360963 ELECTRIC CHA	04/08/2022	969.98	.00		
21	ALLIANT ENERGY	MAR 22 37005	MAR 22 370054 GAS AND ELEC	04/08/2022	410.66	.00		
21	ALLIANT ENERGY	MAR 22 42290	MAR 22 422906 ELECTRIC CHA	04/08/2022	4,949.28	.00		
21	ALLIANT ENERGY	MAR 22 42290	MAR 22 422906 GAS CHARGES	04/08/2022	297.40	.00		
21	ALLIANT ENERGY	MAR 22 48150	MAR 22 481500 ELECTRIC CHA	04/08/2022	187.65	.00		
21	ALLIANT ENERGY	MAR 22 71524	MAR 22 715243 ELECTRIC CHA	04/08/2022	1,144.82	.00		
21	ALLIANT ENERGY	MAR 22 88165	MAR 22 881653 ELECTRIC CHA	04/08/2022	1,025.78	.00		
21	ALLIANT ENERGY	MAR 22 88165	MAR 22 881653 GAS CHARGES	04/08/2022	26.85	.00		
Total 21:					10,693.28	.00		
<b>96</b>								
96	BJOIN LIMESTONE INC	87395	3/4" CR LIMESTONE	04/08/2022	206.46	.00		
Total 96:					206.46	.00		
<b>130</b>								
130	US CELLULAR	0497891239	WWTP IPAD MONTHLY SERVIC	04/08/2022	22.75	.00		
130	US CELLULAR	0497891239	WATER DEPARTMENT CELL PH	04/08/2022	15.03	.00		
Total 130:					37.78	.00		
<b>194</b>								
194	DEEGAN'S HARDWARE INC	MAR 2022	MAR 2022-SEWER	04/08/2022	24.92	.00		
194	DEEGAN'S HARDWARE INC	MAR 2022	MAR 2022-VVWTP	04/08/2022	31.95	.00		
194	DEEGAN'S HARDWARE INC	MAR 2022	MAR 2022-WATER	04/08/2022	86.39	.00		
Total 194:					143.26	.00		
<b>231</b>								
231	EDGERTON REPORTER CO INC	20671	LEGAL NOTICE- 2021 CONFIDE	04/08/2022	253.76	.00		
Total 231:					253.76	.00		
<b>490</b>								
490	SECURIAN FINANCIAL GROUP,	APRIL 2022A	APRIL 2022 LIFE INSURANCE	04/08/2022	57.36	57.36	03/15/2022	
490	SECURIAN FINANCIAL GROUP,	APRIL 2022A	APRIL 2022 LIFE INSURANCE	04/08/2022	72.25	72.25	03/15/2022	
490	SECURIAN FINANCIAL GROUP,	MAY 2022	MAY 2022 LIFE INSURANCE	04/08/2022	57.15	.00		
490	SECURIAN FINANCIAL GROUP,	MAY 2022	MAY 2022 LIFE INSURANCE	04/08/2022	74.48	.00		
Total 490:					261.24	129.61		

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
<b>573</b>								
573	QUARLES & BRADY LLP	6457754	SEWERAGE SYSTEM MORTGA	04/08/2022	9,400.00	.00		
Total 573:					9,400.00	.00		
<b>580</b>								
580	REBHOLZ GAS & ELECTRIC IN	4235	FORK LIFT CYLINDER	04/08/2022	35.00	.00		
Total 580:					35.00	.00		
<b>660</b>								
660	WI STATE LABORATORY OF HY	707893	FLUORIDE SAMPLE	04/08/2022	26.00	.00		
Total 660:					26.00	.00		
<b>731</b>								
731	BAKER TILLY US, LLP	BT2032874	SERVICES THRU 3/31/22 FINAN	04/08/2022	574.00	.00		
731	BAKER TILLY US, LLP	BT2032874	SERVICES THRU 3/31/22 FINAN	04/08/2022	574.00	.00		
Total 731:					1,148.00	.00		
<b>747</b>								
747	CORE & MAIN	Q391618	REPAIR CLAMPS	04/08/2022	471.36	.00		
747	CORE & MAIN	Q403696	REPAIR CLAMPS	04/08/2022	238.57	.00		
747	CORE & MAIN	Q570647	REPAIR BANDS	04/08/2022	512.56	.00		
747	CORE & MAIN	Q573763	OMNI METER	04/08/2022	852.19	.00		
747	CORE & MAIN	Q575398	CURB STOP	04/08/2022	890.01	.00		
747	CORE & MAIN	Q579165	METERS	04/08/2022	8,942.00	.00		
Total 747:					11,906.69	.00		
<b>771</b>								
771	WI RURAL WATER ASSOCIATIO	031758	CLASS TRAINING- ZACH AND JI	04/08/2022	207.30	.00		
Total 771:					207.30	.00		
<b>779</b>								
779	WI DEPT OF EMPLOYEE TRUST	MAY 2022	MAY 2022 HEALTH INSURANCE	04/08/2022	4,347.70	.00		
779	WI DEPT OF EMPLOYEE TRUST	MAY 2022	MAY 2022 HEALTH INSURANCE	04/08/2022	5,271.92	.00		
Total 779:					9,619.62	.00		
<b>812</b>								
812	TESTAMERICA LABORATORIES	5000100803	WASTEWATER ANALYSIS	04/08/2022	756.00	.00		
812	TESTAMERICA LABORATORIES	5000101909	WASTEWATER ANALYSIS	04/08/2022	527.10	.00		
Total 812:					1,283.10	.00		
<b>2190</b>								
2190	CITY OF EDGERTON	1ST QTR 22 10	1ST QTR 2022 UTILITY BILL	04/08/2022	93.62	.00		
2190	CITY OF EDGERTON	1ST QTR 22 20	1ST QTR 2022 UTILITY BILL	04/08/2022	2,266.58	.00		
2190	CITY OF EDGERTON	1ST QTR 22 20	1ST QTR 2022 UTILITY BILL	04/08/2022	6,959.28	.00		
2190	CITY OF EDGERTON	1ST QTR 22 20	1ST QTR 2022 UTILITY BILL	04/08/2022	514.45	.00		
2190	CITY OF EDGERTON	1ST QTR 22 50	1ST QTR 2022 UTILITY BILL	04/08/2022	15.20	.00		
2190	CITY OF EDGERTON	1ST QTR 22 50	1ST QTR 2022 UTILITY BILL	04/08/2022	6.00	.00		
2190	CITY OF EDGERTON	1ST QTR 22 50	1ST QTR 2022 UTILITY BILL	04/08/2022	3.30	.00		
2190	CITY OF EDGERTON	1ST QTR 22 50	1ST QTR 2022 UTILITY BILL	04/08/2022	8.30	.00		

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
2190	CITY OF EDGERTON	1ST QTR 22 50	1ST QTR 2022 UTILITY BILL	04/08/2022	6.50	.00		
Total 2190:					9,873.23	.00		
<b>2209</b>								
2209	BAER INSURANCE SERVICES L	5456A	2022 INST FOR CRIME	04/08/2022	147.37	147.37	03/23/2022	
2209	BAER INSURANCE SERVICES L	5456A	2022 INST FOR CRIME	04/08/2022	147.37	147.37	03/23/2022	
2209	BAER INSURANCE SERVICES L	5996A	QTRLY 22-23 WORK COMP	04/08/2022	909.05	909.05	03/23/2022	
2209	BAER INSURANCE SERVICES L	5996A	QTRLY 22-23 WORK COMP	04/08/2022	1,299.41	1,299.41	03/23/2022	
2209	BAER INSURANCE SERVICES L	5996A	QTRLY 22-23 LIABILITY	04/08/2022	3,396.10	3,396.10	03/23/2022	
2209	BAER INSURANCE SERVICES L	5996A	QTRLY 22-23 LIABILITY	04/08/2022	940.35	940.35	03/23/2022	
2209	BAER INSURANCE SERVICES L	5996A	QTRLY 22-23 AUTO	04/08/2022	461.83	461.83	03/23/2022	
2209	BAER INSURANCE SERVICES L	5996A	QTRLY 22-23 AUTO	04/08/2022	461.83	461.83	03/23/2022	
Total 2209:					7,763.31	7,763.31		
<b>2624</b>								
2624	MARK'S CHEMICAL LLC	14343	HFS AND SODIUM HYPOCHLOR	04/08/2022	864.00	.00		
Total 2624:					864.00	.00		
<b>2887</b>								
2887	DELTA DENTAL OF WISCONSIN	1741554A	APRIL 2022 DENTAL INSURANC	04/08/2022	300.49	.00		
2887	DELTA DENTAL OF WISCONSIN	1741554A	APRIL 2022 DENTAL INSURANC	04/08/2022	378.99	.00		
Total 2887:					679.48	.00		
<b>2936</b>								
2936	MURPHY DESMOND LAWYERS	8144392	SOUTH MAIN	04/08/2022	70.00	.00		
Total 2936:					70.00	.00		
<b>3404</b>								
3404	BURNS FULL SERVICE LLC	MAR 2022	MAR 2022-GAS/DIESEL CHARG	04/08/2022	414.00	.00		
Total 3404:					414.00	.00		
<b>3534</b>								
3534	CHARTER COMMUNICATIONS	010138403192	WATER DEPT INTERENT/PHON	04/08/2022	44.98	.00		
Total 3534:					44.98	.00		
<b>3557</b>								
3557	DAVE'S MILTON ACE HARDWAR	C44592	DISTILLED WATER/CABLE TIE	04/08/2022	12.97	.00		
3557	DAVE'S MILTON ACE HARDWAR	C44592	SHIPMENT OF SAMPLES	04/08/2022	30.18	.00		
3557	DAVE'S MILTON ACE HARDWAR	C47223	SHIPMENT OF SAMPLES	04/08/2022	32.24	.00		
3557	DAVE'S MILTON ACE HARDWAR	C49939	SHIPMENT OF SAMPLES	04/08/2022	31.95	.00		
3557	DAVE'S MILTON ACE HARDWAR	C49939	PACKING TAPE	04/08/2022	9.99	.00		
Total 3557:					117.33	.00		
<b>3586</b>								
3586	MCGUIRE'S LANDSCAPE & GA	3326665A	GRASS SEED BAGS	04/08/2022	200.00	.00		
Total 3586:					200.00	.00		

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
<b>3608</b>								
3608	WI DEPT OF NATURAL RESOUR	061181	WASTEWATER LICENSE RENE	04/08/2022	45.90	.00		
3608	WI DEPT OF NATURAL RESOUR	087185	WASTEWATER CERTIFICATION	04/08/2022	45.90	.00		
Total 3608:					91.80	.00		
<b>3690</b>								
3690	CEDAR CORPORATION	110752	WATER UTILITY CORROSION S	04/08/2022	523.42	.00		
3690	CEDAR CORPORATION	110754	SOUTH MAIN STREET UTILITY	04/08/2022	310.00	.00		
3690	CEDAR CORPORATION	110758	2022 LEAD SERVICE LATERAL	04/08/2022	853.42	.00		
Total 3690:					1,686.84	.00		
<b>4467</b>								
4467	MUNICIPAL PROPERTY	APRIL 2022A	PERSONAL PROPERTY INSURA	04/08/2022	19,882.00	19,882.00	03/23/2022	
4467	MUNICIPAL PROPERTY	APRIL 2022A	PERSONAL PROPERTY INSURA	04/08/2022	5,196.00	5,196.00	03/23/2022	
Total 4467:					25,078.00	25,078.00		
<b>4880</b>								
4880	BAYSIDE PRINTING, LLC	140176	1ST QTR 22 BILLING - NEWSLE	04/08/2022	112.29	.00		
4880	BAYSIDE PRINTING, LLC	140176	1ST QTR 22 BILLING - NEWSLE	04/08/2022	112.29	.00		
4880	BAYSIDE PRINTING, LLC	140286	1ST QTR 22 BILLING - UTILITY B	04/08/2022	172.95	.00		
4880	BAYSIDE PRINTING, LLC	140286	1ST QTR 22 BILLING - UTILITY B	04/08/2022	172.95	.00		
4880	BAYSIDE PRINTING, LLC	140286	1ST QTR 22 BILLING - UTILITY B	04/08/2022	426.43	.00		
4880	BAYSIDE PRINTING, LLC	140286	1ST QTR 22 BILLING - UTILITY B	04/08/2022	426.43	.00		
Total 4880:					1,423.34	.00		
<b>5020</b>								
5020	UNITED LABORATORIES	INV344555A	BACTERIAL TREATMENT, DRY F	04/08/2022	1,585.25	.00		
Total 5020:					1,585.25	.00		
<b>5184</b>								
5184	BUMPER TO BUMPER EDGERT	625-343821	OIL FILTER	04/08/2022	8.94	.00		
Total 5184:					8.94	.00		
<b>5214</b>								
5214	GRANITE TELECOMMUNICATIO	557922187	608-884-3341 SEWER	04/08/2022	120.88	.00		
5214	GRANITE TELECOMMUNICATIO	557922187	608-884-3341 WATER	04/08/2022	120.88	.00		
5214	GRANITE TELECOMMUNICATIO	557922187	WWTP LINE CHARGES	04/08/2022	132.84	.00		
Total 5214:					374.60	.00		
<b>5369</b>								
5369	CREDIT MANAGEMENT CONTR	EDGERTON 0	SKIP TRACING 02/25/2022	04/08/2022	8.10	.00		
5369	CREDIT MANAGEMENT CONTR	EDGERTON 0	SKIP TRACING 02/25/2022	04/08/2022	8.10	.00		
Total 5369:					16.20	.00		
Grand Totals:					95,512.79	32,970.92		

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
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GRAND TOTAL: \$95,512.79

April 11, 2022

Vouchers Payable submitted By: Maddie Friend, Administrative Assistant

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James Kapellen (Chairperson)

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Paul Davis (Aldersperson)

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Candy Davis (Aldersperson)

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Report Criteria:

Detail report.

Invoices with totals above \$0 included.

Paid and unpaid invoices included.

Invoice Detail.Input Date = 04/08/2022

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

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**TO:** Utility Commission

**FROM:** Wendy

**MEETING DATE:** April 11, 2022

**GENERAL DESCRIPTION**

Billing error at 108 West St.

The meter reading was written in the meter book incorrectly. This caused the homeowner to get billed for 800,000 gallons of water & sewer. The error was discovered and the owner has paid the correct amount. The billing should be corrected to reflect the correct usage of 17,000 gallons. The amounts of \$2,424.08 for water and \$6,136 for sewer should be adjusted off the bill.



Location: 108 WEST ST 108 WEST ST 6133 of 8286  
 6.5360.03 LARSON, CLAYTON Account balance: 8,859.92  
 108 WEST ST Balance due: 04/20/2022 8,859.92  
 65360 EDGERTON WI 53534 Last payment: 01/04/2022 288.59-  
 894-6372

Display Compare History Transactions Customer Services Location Meters Backflow Contracts Loans Certification Credit History Supplemental  
 Detail Billed Usage Chart Billing Chart

	06/30/2022	03/31/2022	12/31/2021	09/30/2021	06/30/2021	03/31/2021	12/31/2020	09/30/2020	06/30/2019
WATER	.00	2,509.61	81.35	81.35	81.35	92.09	92.97	89.49	79.05
WATER usage	0	817	16	16	16	19	20	19	16
SEWER	.00	5,388.36	164.69	164.69	164.69	187.70	189.75	182.30	159.95
PUBLIC FIRE PROTECTION	.00	32.55	32.55	32.55	32.55	32.55	31.60	31.60	31.60
STORM WATER	.00	10.00	10.00	10.00	10.00	10.00	10.00	10.00	10.00
RECONNECT - WATER	.00	.00	.00	.00	.00	.00	.00	.00	.00
RECONNECT SEWER	.00	.00	.00	.00	.00	.00	.00	.00	.00
NSF FEE	.00	.00	.00	.00	.00	.00	.00	.00	.00
PENALTY-WATER	.00	.00	.00	.00	.00	.00	.00	.00	.00
PENALTY-SEWER	.00	.00	.00	.00	.00	.00	.00	.00	.00
PENALTY-STORM WATER	.00	.00	.00	.00	.00	.00	.00	.00	.00
Total charges	.00	8,859.92	288.59	288.59	288.59	322.34	324.32	313.39	280.60
Previous balance	8,859.92	288.59	288.59	288.59	322.34	324.32	313.39	335.25	280.60
Payments	.00	288.59-	288.59-	288.59-	322.34-	324.32-	313.39-	335.25-	280.60-
Adjustments	.00	.00	.00	.00	.00	.00	.00	.00	.00
	8,859.92	8,859.92	288.59	288.59	288.59	322.34	324.32	313.39	280.60

Display

Amounts  
 Usages  
 Payment detail  
 Adjustment detail

Summarize by

Detail  
 Service  
 Service category

EdgertonWI Mon, Apr 4, 2022 11:18 AM

299.84

Water - 2424.08  
 Sewer - 6136.00

# EDGERTON WATERWORKS

## March Report 2022

1. Monthly samples were taken to the State Lab of Hygiene. All samples were safe.
2. Quarterly meter reading.
3. A water line leak was repaired at 3 Head St. One 1" valve, one 1" coupler, 5ft. of 1" copper, and a new valve box were used to make the repair.
4. Eliminated water and sewer lines at 520 Stoughton Rd. This is the old Union Hall. IKI is tearing down the building. The sewer line was cut and filled with concrete. The valve on the water line was shut off and the line was cut. We will be digging down to the water main in the near future. We will eliminate the corporation stop and put a repair band in its place. This is the best way to ensure there are no future issues.
5. Painting at the three wellhouses is ongoing.
6. Lead service line inspections are also ongoing. We are also doing cross connection control and old meter replacement when we do these inspections.
7. While doing the quarterly meter reading there were several meters that were not operating. These meters were changed.
8. Locates were done.
9. Monthly DNR report was submitted.

Thomas A. Pennekamp/Operator-in-charge

# EDGERTON W.W.T.P. REPORT

MARCH 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. Snow and ice removal. Helped out the DPW plow streets when called.
7. We have a water leak somewhere under ground here at the plant. We have had no luck in finding it yet.
8. Working on rebuilding the large north-west sand bed. We need to get this done so I can drain the big digester and clean it out to repair a broken valve on the discharge pipe. We will have to unplug the pipe at the same time.
9. Had to change the fuel filter on the hospital generator, the upper O-ring had a crack in it and was leaking fuel.
10. L.W. Allen was in and took the number two oxygen probe and is having it sent in to be rebuilt it stopped working. When that one comes back, I will have to send in the next one. The probes are not holding their calibration and will soon fail if not rebuilt.

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