

CITY OF EDGERTON
UTILITIES COMMISSION
EDGERTON CITY HALL
12 ALBION STREET

Monday April 12, 2021 at 5:30 p.m.

NOTE: PER EMERGENCY ORDER FACE COVERINGS ARE REQUIRED

REMOTE PARTICIPATION: To participate or 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.

1. Call to Order; Roll Call.
2. Confirmation of Meeting Notice on Friday, April 9, 2021
3. Personal appearances for non-agenda items limited to 3 minutes.
4. Approve March 8, 2021 Utility Commission Minutes.
5. Approve Vouchers Payable.
6. Operator's Reports.
7. Director's Report.
8. Administrative Report.
9. 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 8, 2021 UTILITY COMMISSION MEETING MINUTES
CITY OF EDGERTON**

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

Present: Anne Radtke (remote), Candy Davis (remote), Jim Kapellen, Rick Petersen, Lawanna Schieldt, and Denise Langan

Absent: Jannelle Frey

Others Present: Municipal Services Director Howard Moser, and Administrative Assistant Wendy Loveland

Loveland confirmed the meeting agenda was properly posted on Friday, March 5, 2021 at the Post Office, Edgerton Library, City Hall and the city's website.

APPROVAL OF MINUTES: A Candy Davis/Rick Petersen motion to approve the February 8, 2021 Utility Commission meeting minutes passed on a 6/0 roll call vote.

APPROVE VOUCHERS PAYABLE: A Jim Kapellen/Denise Langan motion to approve payment of the bills list in the amount of \$34,746.96 passed on a 6/0 roll call vote.

LEAK CREDIT FOR 305 S MAIN ST: A Jim Kapellen/Candy Davis motion to approve a leak credit for sewer only in the amount of \$100.00 passed on a 6/0 roll call vote.

Being no other business before the Commission, a Denise Langan/Lawanna Schieldt motion to adjourn passed, on a 6/0 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 = 04/09/2021
 Invoice Detail.GL Account = "60111000"-"60280935340"
 Invoice.Batch = "CC","CK","ACH"

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
14								
14	AIRGAS NORTH CENTRAL	9111458073	CARBON DIOXIDE CYLINDER R	04/09/2021	34.24	.00		
	Total 14:				34.24	.00		
21								
21	ALLIANT ENERGY	FEB 360963A	360963 ELECTRIC CHARGES	04/09/2021	900.41	.00		
21	ALLIANT ENERGY	FEB 370054A	370054 GAS/ELECTRIC CHARG	04/09/2021	296.43	.00		
21	ALLIANT ENERGY	FEB 48150A	48150 ELECTRIC CHARGES	04/09/2021	161.07	.00		
21	ALLIANT ENERGY	JAN 370054A	370054 GAS CHARGES	04/09/2021	460.58	.00		
21	ALLIANT ENERGY	MARCH 21330	213303 ELECTRIC CHARGES	04/09/2021	51.26	.00		
21	ALLIANT ENERGY	MARCH 22700	227005 ELECTRIC CHARGES	04/09/2021	28.19	.00		
21	ALLIANT ENERGY	MARCH 22700	227005 GAS CHARGES	04/09/2021	41.03	.00		
21	ALLIANT ENERGY	MARCH 23641	236416 ELECTRIC CHARGES	04/09/2021	33.10	.00		
21	ALLIANT ENERGY	MARCH 42290	422906 ELECTRIC CHARGES	04/09/2021	4,079.69	.00		
21	ALLIANT ENERGY	MARCH 42290	422906 GAS CHARGES	04/09/2021	248.30	.00		
21	ALLIANT ENERGY	MARCH 71524	715243 ELECTRIC CHARGES	04/09/2021	1,071.18	.00		
21	ALLIANT ENERGY	MARCH 88165	881653 ELECTRIC CHARGES	04/09/2021	1,173.85	.00		
21	ALLIANT ENERGY	MARCH 88165	881653 GAS CHARGES	04/09/2021	26.16	.00		
	Total 21:				8,571.25	.00		
130								
130	US CELLULAR	0429352939A	WWTP IPAD MONTHLY SERVIC	04/09/2021	22.50	.00		
130	US CELLULAR	0429352939A	WATER DEPARTMENT CELL PH	04/09/2021	15.63	.00		
130	US CELLULAR	0429352939A	UTILITY PHONE COST	04/09/2021	.25	.00		
	Total 130:				38.38	.00		
194								
194	DEEGAN'S HARDWARE INC	MARCH 2021	WWTP PARTS	04/09/2021	59.92	.00		
194	DEEGAN'S HARDWARE INC	MARCH 2021	WATER PARTS	04/09/2021	21.26	.00		
	Total 194:				81.18	.00		
206								
206	DIGGERS HOTLINE INC	210252801	FEB 21 LOCATE TICKETS	04/09/2021	6.97	.00		
206	DIGGERS HOTLINE INC	210252801	FEB 21 LOCATE TICKETS	04/09/2021	6.96	.00		
	Total 206:				13.93	.00		
231								
231	EDGERTON REPORTER CO INC	14834	CONSUMER CONFIDENCE REP	04/09/2021	251.52	.00		
	Total 231:				251.52	.00		
490								
490	SECURIAN FINANCIAL GROUP,	APRIL21	APRIL 2021 LIFE INSURANCE	04/09/2021	47.98	47.98	03/17/2021	
490	SECURIAN FINANCIAL GROUP,	APRIL21	APRIL 2021 LIFE INSURANCE	04/09/2021	65.14	65.14	03/17/2021	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
490	SECURIAN FINANCIAL GROUP,	MAY 21	MAY 2021 LIFE INSURANCE	04/09/2021	47.98	.00		
490	SECURIAN FINANCIAL GROUP,	MAY 21	MAY 2021 LIFE INSURANCE	04/09/2021	65.14	.00		
Total 490:					226.24	113.12		
514								
514	NELSON-YOUNG LUMBER CO	99011-I	FIR PLYWOOD	04/09/2021	70.43	.00		
Total 514:					70.43	.00		
521								
521	NORTH CENTRAL LABS OF WI I	452575	PHOSPHOROUS TESTING	04/09/2021	86.23	.00		
Total 521:					86.23	.00		
553								
553	PERKINS OIL INC	0110867	OIL - WWTP	04/09/2021	267.42	.00		
Total 553:					267.42	.00		
557								
557	PHOENIX CONSULTING INC	1021904A	LAPTOP-CITY HALL	04/09/2021	255.38	255.38	03/17/2021	
557	PHOENIX CONSULTING INC	1021904A	LAPTOP-CITY HALL	04/09/2021	255.38	255.38	03/17/2021	
Total 557:					510.76	510.76		
561								
561	PITNEY BOWES GLOBAL FINAN	MARCH 21	LEASE PERIOD 12/30/2020-03/2	04/09/2021	3.49	.00		
561	PITNEY BOWES GLOBAL FINAN	MARCH 21	LEASE PERIOD 12/30/2020-03/2	04/09/2021	3.49	.00		
Total 561:					6.98	.00		
600								
600	ROCK ENERGY COOPERATIVE	FEB 90363001	90363001 DALLMAN TOWER	04/09/2021	111.00	111.00	03/17/2021	
Total 600:					111.00	111.00		
660								
660	WI STATE LABORATORY OF HY	666974	DRINKING WATER TESTING	04/09/2021	116.00	.00		
660	WI STATE LABORATORY OF HY	670064	FLUORIDE SAMPLE	04/09/2021	26.00	.00		
Total 660:					142.00	.00		
716								
716	US POSTAL SERVICE	1556222898	PERSONALIZED ENVELOPES P	04/09/2021	18.14	.00		
716	US POSTAL SERVICE	1556222898	PERSONALIZED ENVELOPES P	04/09/2021	18.14	.00		
716	US POSTAL SERVICE	1556222898	PERSONALIZED ENVELOPES P	04/09/2021	137.50	.00		
716	US POSTAL SERVICE	1556222898	PERSONALIZED ENVELOPES P	04/09/2021	137.50	.00		
Total 716:					311.28	.00		
731								
731	BAKER TILLY US, LLP	BT1764292A	SERVICES 12/31/20 UTILITY FIN	04/09/2021	2,294.00	.00		
731	BAKER TILLY US, LLP	BT1764292A	SERVICES 12/31/20 UTILITY FIN	04/09/2021	2,294.00	.00		
731	BAKER TILLY US, LLP	BT1786598	SERVICES 12/31/20 UTILITY FIN	04/09/2021	529.00	.00		
731	BAKER TILLY US, LLP	BT1786598	SERVICES 12/31/20 UTILITY FIN	04/09/2021	529.00	.00		

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
Total 731:					5,646.00	.00		
779								
779	WI DEPT OF EMPLOYEE TRUST	APRIL 2021	APRIL 21 HEALTH INS UTILITY	04/09/2021	2,726.09	.00		
779	WI DEPT OF EMPLOYEE TRUST	APRIL 2021	APRIL 21 HEALTH INS UTILITY	04/09/2021	3,673.40	.00		
779	WI DEPT OF EMPLOYEE TRUST	MAY 2021	MAY 21 HEALTH INS UTILITY	04/09/2021	3,447.09	.00		
779	WI DEPT OF EMPLOYEE TRUST	MAY 2021	MAY 21 HEALTH INS UTILITY	04/09/2021	4,394.40	.00		
Total 779:					14,240.98	.00		
934								
934	STAPLES CREDIT PLAN	7327641847A	COPY PAPER, COLORED PAPE	04/09/2021	24.28	.00		
934	STAPLES CREDIT PLAN	7327641847A	COPY PAPER, COLORED PAPE	04/09/2021	24.28	.00		
Total 934:					48.56	.00		
1043								
1043	TRANSUNION LLC	MARCH 21	2021 MEMBERSHIP DUES	04/09/2021	7.83	.00		
1043	TRANSUNION LLC	MARCH 21	2021 MEMBERSHIP DUES	04/09/2021	7.83	.00		
Total 1043:					15.66	.00		
2190								
2190	CITY OF EDGERTON	1ST QTR 21 10	1ST QTR 2021 UTILITY BILL	04/09/2021	88.00	.00		
2190	CITY OF EDGERTON	1ST QTR 21 20	1ST QTR 2021 UTILITY BILL	04/09/2021	4,348.20	.00		
2190	CITY OF EDGERTON	1ST QTR 21 20	1ST QTR 2021 UTILITY BILL	04/09/2021	2,204.26	.00		
2190	CITY OF EDGERTON	1ST QTR 21 20	1ST QTR 2021 UTILITY BILL	04/09/2021	514.45	.00		
2190	CITY OF EDGERTON	1ST QTR 21 50	1ST QTR 2021 UTILITY BILL	04/09/2021	15.20	.00		
2190	CITY OF EDGERTON	1ST QTR 21 50	1ST QTR 2021 UTILITY BILL	04/09/2021	6.00	.00		
2190	CITY OF EDGERTON	1ST QTR 21 50	1ST QTR 2021 UTILITY BILL	04/09/2021	3.30	.00		
2190	CITY OF EDGERTON	1ST QTR 21 50	1ST QTR 2021 UTILITY BILL	04/09/2021	8.30	.00		
2190	CITY OF EDGERTON	1ST QTR 21 50	1ST QTR 2021 UTILITY BILL	04/09/2021	6.50	.00		
Total 2190:					7,194.21	.00		
2209								
2209	BAER INSURANCE SERVICES L	4688A	2021 INST FOR CRIME	04/09/2021	147.37	147.37	03/17/2021	
2209	BAER INSURANCE SERVICES L	4688A	2021 INST FOR CRIME	04/09/2021	147.37	147.37	03/17/2021	
2209	BAER INSURANCE SERVICES L	4814A	2021 QTLY INST FOR WORK CO	04/09/2021	1,089.66	.00		
2209	BAER INSURANCE SERVICES L	4814A	2021 QTLY INST FOR WORK CO	04/09/2021	1,557.86	.00		
2209	BAER INSURANCE SERVICES L	4834A	2021 QTLY LIABILITY & AUTO IN	04/09/2021	3,376.05	.00		
2209	BAER INSURANCE SERVICES L	4834A	2021 QTLY LIABILITY & AUTO IN	04/09/2021	920.30	.00		
2209	BAER INSURANCE SERVICES L	4834A	2021 QTLY LIABILITY & AUTO IN	04/09/2021	484.73	.00		
2209	BAER INSURANCE SERVICES L	4834A	2021 QTLY LIABILITY & AUTO IN	04/09/2021	484.73	.00		
Total 2209:					8,208.27	294.74		
2639								
2639	R.A. HEATING & AIR COND INC	117930	MAKEUP AIR UNIT NOT WORKI	04/09/2021	75.00	.00		
Total 2639:					75.00	.00		
2887								
2887	DELTA DENTAL OF WISCONSIN	1562016A	MARCH 21 DENTAL INSURANC	04/09/2021	174.66	.00		
2887	DELTA DENTAL OF WISCONSIN	1562016A	MARCH 21 DENTAL INSURANC	04/09/2021	253.14	.00		
2887	DELTA DENTAL OF WISCONSIN	APRIL 21	APRIL 2021 DENTAL INSURANC	04/09/2021	174.66	.00		

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
2887	DELTA DENTAL OF WISCONSIN	APRIL 21	APRIL 2021 DENTAL INSURANC	04/09/2021	253.14	.00		
Total 2887:					855.60	.00		
2890								
2890	PITNEY BOWES PURCHASE PO	MARCH 21	POSTAGE - SEWER DEPT	04/09/2021	16.05	.00		
2890	PITNEY BOWES PURCHASE PO	MARCH 21	POSTAGE - WATER DEPT	04/09/2021	16.04	.00		
Total 2890:					32.09	.00		
3404								
3404	BURNS FULL SERVICE LLC	MARCH 21	MARCH 2021 GAS/DIESEL CHA	04/09/2021	51.50	.00		
3404	BURNS FULL SERVICE LLC	MARCH 21	MARCH 2021 GAS/DIESEL CHA	04/09/2021	356.52	.00		
Total 3404:					408.02	.00		
3534								
3534	CHARTER COMMUNICATIONS	115030121A	WATER DEPARTMENT INTERNE	04/09/2021	32.49	.00		
Total 3534:					32.49	.00		
3557								
3557	DAVE'S MILTON ACE HARDWAR	003580	DISTILLED WATER	04/09/2021	4.98	.00		
3557	DAVE'S MILTON ACE HARDWAR	003580	SHIPMENT OF SAMPLES	04/09/2021	34.42	.00		
3557	DAVE'S MILTON ACE HARDWAR	044479	DISTILLED WATER	04/09/2021	4.98	.00		
3557	DAVE'S MILTON ACE HARDWAR	044479	SHIPMENT OF SAMPLES	04/09/2021	31.72	.00		
3557	DAVE'S MILTON ACE HARDWAR	047706	DISTILLED WATER/PACKING TA	04/09/2021	11.97	.00		
3557	DAVE'S MILTON ACE HARDWAR	047706	SHIPMENT OF SAMPLES	04/09/2021	33.57	.00		
Total 3557:					121.64	.00		
3608								
3608	WI DEPT OF NATURAL RESOUR	MILLER 33122	CERTIFICATION FEES FOR MIL	04/09/2021	45.00	.00		
Total 3608:					45.00	.00		
3690								
3690	CEDAR CORPORATION	106823	SOUTH MAIN STREET UTILITY	04/09/2021	1,613.50	.00		
3690	CEDAR CORPORATION	106824	LEAD SERVICE LATERAL REPL	04/09/2021	290.00	.00		
Total 3690:					1,903.50	.00		
3748								
3748	SIGN A RAMA	87304	CITY OF EDGERTON MAGNETS	04/09/2021	107.00	.00		
Total 3748:					107.00	.00		
3864								
3864	GRAINGER	9808541891	LOW V T-STAT	04/09/2021	44.23	.00		
Total 3864:					44.23	.00		
3883								
3883	ABSOLUTE MOBILE TESTING L	121086	DRUG AND ALCOHOL TESTING	04/09/2021	38.75	.00		
3883	ABSOLUTE MOBILE TESTING L	121086	DRUG AND ALCOHOL TESTING	04/09/2021	38.75	.00		

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
Total 3883:					77.50	.00		
4467								
4467	MUNICIPAL PROPERTY	APRIL 2021	PERSONAL PROPERTY INSURA	04/09/2021	5,004.00	.00		
4467	MUNICIPAL PROPERTY	APRIL 2021	PERSONAL PROPERTY INSURA	04/09/2021	19,150.00	.00		
Total 4467:					24,154.00	.00		
4659								
4659	CENTURYLINK	210323905A	MARCH LONG DISTANCE CHAR	04/09/2021	.24	.00		
4659	CENTURYLINK	210323905A	MARCH LONG DISTANCE CHAR	04/09/2021	.25	.00		
Total 4659:					.49	.00		
4660								
4660	DALMARAY CONCRETE PRODU	57884	BUTYL FOR SEWER	04/09/2021	204.00	.00		
Total 4660:					204.00	.00		
4661								
4661	HADY ELECTRIC, INC	39165	REPLACE THERMOSTAT-GRIT	04/09/2021	408.97	.00		
4661	HADY ELECTRIC, INC	39211	INSTALLATION OF NEW EXHAU	04/09/2021	913.48	.00		
Total 4661:					1,322.45	.00		
4845								
4845	CERTASITE, LLC	8803182	INSPECTION OF CLEAN AGENT	04/09/2021	650.00	.00		
Total 4845:					650.00	.00		
Grand Totals:					76,109.53	1,029.62		

GRAND TOTAL: \$76,109.53

April 12, 2021

Vouchers Payable submitted By: Lacey Ozga, Administrative Assistant

James Kapellen (Chairperson)

Anne Radtke (Aldersperson)

Candy Davis (Aldersperson)

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
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Report Criteria:

Detail report.

Invoices with totals above \$0 included.

Paid and unpaid invoices included.

Invoice Detail.Input Date = 04/09/2021

Invoice Detail.GL Account = "60111000"."60280935340"

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

EDGERTON WATERWORKS

March Report 2021

1. Monthly samples were taken to the State Lab of Hygiene. All samples were safe.
2. Quarterly meter reading.
3. Dead meters were replaced.
4. The chart recorder located at wellhouse #3 quit working. L.W. Allen looked at it and determined it was beyond repair. A new one was installed. This piece of equipment is not critical to the system and has nothing to do with the alarm system. What it does do is show us the level of both towers. This lets us know what has happened during the sixteen hours we are not at work.
5. Gravel was added to the repair spot at IKI and the repair spot at the High School. We will continue to keep an eye on these until they can be blacktopped.
6. Met with the maintenance staff at Save-A-Lot. They had a valve in their fire system that needed replacing. We needed to be there in case the valve to their tower failed to hold. Everything went as planned.
7. Had to change the galvanized bushing that holds the chlorine injector at #4. This is tapped into the side of the water pipe. The bushing had decayed inside and caused a blockage. Working fine now.
8. Locates were done.
9. Fire flow tests were done in the Dean St./ Cherry St. area.
10. Valves were exercised.
11. Reprogrammed meters in the system that were installed before we had the ability to do that.
12. Repaired the sod around several hydrants.
13. Monthly DNR report submitted.

Thomas A. Pennekamp/Operator-in-charge

EDGERTON W.W.T.P. REPORT

MARCH 2021

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. Greased the main bearings on the RAS pumps. Removed and cleaned the water screens that go to the mechanical seal flush water.
7. Greased the motors on the aeration blowers. Checked the pulley alignment and tightened belts.
8. Zach worked with Jenny to update new sewer maps and had them placed in folders so they can be taken with us out on the job site.
9. The phone box on the outside wall of the Hospital lift station was broken by a sheet of ice coming off the roof. We have a call into Frontier to come and make repairs.
10. Worked with Hady Electric to install the new exhaust fan on the influent lift station building.
11. L.W. Allen was here to install a new VFD drive that had failed on influent pump #3.
12. The make up air unit/heater for the influent lift station has failed. The unit was installed in 1998 and is rusted out to the point of no repair. We are in the process of taking bids for its replacement.
13. Rebuilt all three Grundfos ferric pumps.
14. Drained and cleaned clarifier tank #1.
15. The new BOD Incubator was delivered and put into service on 3/31/2021.

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

