

CITY OF EDGERTON
UTILITIES COMMISSION
EDGERTON CITY HALL
12 ALBION STREET

Monday, January 9, 2023 at 5:45 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, January 6, 2023.
3. Personal appearances for non-agenda items limited to 3 minutes.
4. Consider December 12, 2022 Utility Commission Minutes.
5. Consider Private Lead Lateral Replacement Program.
6. Consider Vouchers Payable.
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: 608-884-3341

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.

**DECEMBER 12, 2022 UTILITY COMMISSION MEETING MINUTES
CITY OF EDGERTON**

Chairperson Kapellen called the meeting to order at 5:45 p.m.

Present: Paul Davis, Candy Davis, Jim Kapellen, Lawanna Schieldt, Denise Langan, Todd Wescott, and Rick Peterson (arrived late).

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

Flanigan confirmed the meeting agenda was properly posted on Friday, December 9, 2022 at the Post Office, Edgerton Library, City Hall and the City's website.

PERSONAL APPEARANCES: Jason Stengel appeared before the Commission to express concern regarding the Frontier Communications contractor work and the resulting damage to yards on Stonefield Drive. Chairperson Kapellen informed Mr. Stengel that the Utility Commission did not have jurisdiction over the Frontier work.

MINUTES: A Candy Davis/Rick Peterson motion to approve the November 14, 2022 Utility Commission meeting minutes passed, all voted in favor.

CHANGE ORDER #1 FROM BKS EXCAVATING FOR THE 2022 PUBLIC SIDE LEAD LATERAL REPLACEMENT PROJECT: A Denise Langan/Lawanna Schieldt motion to approve change order #1 from BKS Excavating for the 2022 public side lead lateral replacement project for a decrease of \$105,248.00 passed on a 7/0 roll call vote.

PAY REQUEST #4 (FINAL) FROM BKS EXCAVATING FOR THE 2022 PUBLIC SIDE LEAD LATERAL REPLACEMENT PROJECT: A Candy Davis/Rick Peterson motion to approve pay request #4 (final) from BKS Excavating for the 2022 public side lead lateral replacement project in the amount of \$60,405.47 passed on a 7/0 roll call vote.

VOUCHERS PAYABLE: A Jim Kapellen/Paul Davis motion to approve vouchers payable in the amount of \$167,991.45 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

Memo

To: Utility Commission
From: Staff
Date: 1/4/2023
Re: January 9, 2023 Meeting

Lead lateral replacement program

2021 and 2022 statistics and policy decisions

- 266 private lead laterals replaced
- 71 public lead laterals replaced
- Less than 10 houses left to inspect
- More than 920 houses inspected
- City has been awarded \$1,024,000 in WDNR Grant funding
- Local costs private side replacements not covered by grant for 2021 and 2022 are approximately \$70,000
- Local costs public side replacement \$641,869
- Costs are slightly less than the assumptions made in the 2022 forecast

2023 (or 2024) Program:

- Approximately 80 private side laterals to replace
- Approximately 72 public side laterals to replace
- The Utility could easily complete the remaining replacements in one construction season.
- Estimated total cost of remaining private side replacements \$700,000 (part of these costs may be covered by a grant)
- Estimated cost of remaining public side replacements \$650,000.
- Future DNR programs are not likely to fund 100% of the costs to replace private laterals as they did in the past.
- The city decided to use rate pay funds (water utility funds) to pay for up to 50% (which is the maximum allowed) of the cost to replace private side laterals if WDNR grants will not cover all the cost of private side lateral replacement. PSC approval is required for this.
- The utility forecast approved in the summer of 2022 assumed the Utility would pay for half the cost of private lateral replacements and all of the cost of the public side replacement.
- It is likely that the city would be eligible for a 0.25% WDR loan for all private side replacement costs that are not covered by a grant. The city will also likely be eligible for 1% WDR loan for public side replacements. If the city were to not be eligible for these special lead lateral very low interest rates, we would be eligible for regular low interest loans in the 2-3% range.

Timeline:

- October 2022 – Filed required form to be eligible for WDNR grants and loans for both public and private side lead lateral replacement
- December 2022 – Filed application with PSC to obtain permission to use rate payer funds to pay for half of the cost of private side lateral replacement. Approval expected in 3-5 months.
- Spring of 2023 WDNR publishes the Project Priority List (PPL). The PPL will show a general ranking of all the projects for which funding was requested in the fall of 2022. This is an early indication of the city's eligibility for grants and loans.
- June 30th, 2023 applications for grant and loan funding are due.
- Autumn of 2023 the Funding List is posted. The Funding List will show more exact ranking of all projects and indicate which projects are eligible for grants and loans.

Policy Question: Should the Utility plan to replace the remaining laterals in 2023 or in 2024?

Advantages of doing the project in 2023

- The project is done sooner than if it were done in 2024.
- The Utility could start the conversation with the DNR sooner regarding stopping the chemical additions being made to control corrosion. Please note that it is unclear if the DNR will allow the Utility to cease adding chemicals even if all the lead laterals are removed.
- Construction costs may (or may not) be lower

Advantages of waiting until 2024 to complete the project

- If the project were undertaken in 2023, the Utility would have to start the 2023 replacement project before the DNR publishes the funding list. Waiting until 2024 will allow the Utility to know if it will receive any grant funding or low interest loan funding before starting the project.
- The Utility would have a second chance in 2024 to apply for grant funding if it did not receive grant funding in 2023.
- The Utility could complete the lateral replacements on Albion Street as part of that street reconstruction in 2024. There are only 15 lead laterals to replace so this is not significant.)
- Construction costs may (or may not) be lower
- The utility staff may have more time to undertake the labor-intensive lateral replacement project in 2024 since we have both Henry Street and Quigley Street reconstruction in 2023.

Report Criteria:

Detail report.
 Invoices with totals above \$0 included.
 Paid and unpaid invoices included.
 Invoice Detail.Input Date = 01/06/2023
 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	NOV 22 48150	NOV 22 481500 ELECTRIC CHA	01/06/2023	130.41	.00		
	Total 21:				130.41	.00		
130								
130	US CELLULAR	0551038395A	WWTP IPAD MONTHLY SERVIC	01/06/2023	22.75	.00		
130	US CELLULAR	0551038395A	WATER DEPARTMENT CELL PH	01/06/2023	12.81	.00		
	Total 130:				35.56	.00		
311								
311	FRONTIER COMMUNICATIONS	DEC 2022A	608-884-6531 TELEPHONE CHA	01/06/2023	245.12	.00		
311	FRONTIER COMMUNICATIONS	DEC 2022A	608-884-1968 TELEPHONE CHA	01/06/2023	157.67	.00		
311	FRONTIER COMMUNICATIONS	DEC 2022A	262-002-7247 TELEPHONE CHA	01/06/2023	32.28	.00		
311	FRONTIER COMMUNICATIONS	DEC 2022A	262-002-7243 TELEPHONE CHA	01/06/2023	66.36	.00		
	Total 311:				501.43	.00		
490								
490	SECURIAN FINANCIAL GROUP,	FEB 2023	FEB 2023 LIFE INSURANCE	01/06/2023	63.43	.00		
490	SECURIAN FINANCIAL GROUP,	FEB 2023	FEB 2023 LIFE INSURANCE	01/06/2023	78.95	.00		
	Total 490:				142.38	.00		
521								
521	NORTH CENTRAL LABS OF WI I	480022	PHOSPHOROUS TESTING, BUF	01/06/2023	148.89	.00		
	Total 521:				148.89	.00		
600								
600	ROCK ENERGY COOPERATIVE	DEC 22 90363	90363001 WATER TOWER LIGH	01/06/2023	28.16	28.16	12/22/2022	
	Total 600:				28.16	28.16		
700								
700	LAKESIDE INTERNATIONAL TR	15436A	PLOW TRUCK	01/06/2023	22,012.93	22,012.93	12/20/2022	
700	LAKESIDE INTERNATIONAL TR	15436A	PLOW TRUCK	01/06/2023	11,006.47	11,006.47	12/20/2022	
	Total 700:				33,019.40	33,019.40		
731								
731	BAKER TILLY US, LLP	BT2271259A	SERVICES THRU 12/22/22 FINA	01/06/2023	850.50	.00		
731	BAKER TILLY US, LLP	BT2271259A	SERVICES THRU 12/22/22 FINA	01/06/2023	850.50	.00		
	Total 731:				1,701.00	.00		
771								
771	WI RURAL WATER ASSOCIATIO	027298	CLASS TRAINING- ZACH AND JI	01/06/2023	330.00	.00		
771	WI RURAL WATER ASSOCIATIO	027298	CLASS TRAINING- TOM AND JE	01/06/2023	330.00	.00		

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
771	WI RURAL WATER ASSOCIATIO	055831	TRAINING - MOSER	01/06/2023	116.35	.00		
771	WI RURAL WATER ASSOCIATIO	099601	EXAM REVIEW- KAST	01/06/2023	110.00	.00		
771	WI RURAL WATER ASSOCIATIO	B117445075	DISTRIBUTION AND GROUNDW	01/06/2023	80.00	.00		
Total 771:					966.35	.00		
779								
779	WI DEPT OF EMPLOYEE TRUST	FEB 2023	FEB 2023 HEALTH INSURNACE	01/06/2023	4,712.45	.00		
779	WI DEPT OF EMPLOYEE TRUST	FEB 2023	FEB 2023 HEALTH INSURNACE	01/06/2023	5,693.06	.00		
Total 779:					10,405.51	.00		
784								
784	WI DEPT OF NATURAL RESOUR	DEC 2022 KAS	MUNICIPAL WATERWORKS O	01/06/2023	50.00	50.00	12/12/2022	
Total 784:					50.00	50.00		
812								
812	EUROFINS ENVIRONMENT TES	5000114262	WASTEWAER ANALYSIS	01/06/2023	655.20	.00		
Total 812:					655.20	.00		
980								
980	CIVIC SYSTEMS	CVC22709	SEMI-ANNUAL SOFTWARE SUP	01/06/2023	1,385.00	.00		
980	CIVIC SYSTEMS	CVC22709	SEMI-ANNUAL SOFTWARE SUP	01/06/2023	1,385.00	.00		
Total 980:					2,770.00	.00		
2023								
2023	USA BLUEBOOK	207817	DEIONIZED WATER, FLOURIDE	01/06/2023	100.10	.00		
Total 2023:					100.10	.00		
2190								
2190	CITY OF EDGERTON	4TH QTR 22 1	4TH QTR 2022 UTILITY BILL	01/06/2023	88.00	.00		
2190	CITY OF EDGERTON	4TH QTR 22 2	4TH QTR 2022 UTILITY BILL	01/06/2023	3,318.12	.00		
2190	CITY OF EDGERTON	4TH QTR 22 2	4TH QTR 2022 UTILITY BILL	01/06/2023	2,676.38	.00		
2190	CITY OF EDGERTON	4TH QTR 22 2	4TH QTR 2022 UTILITY BILL	01/06/2023	514.45	.00		
2190	CITY OF EDGERTON	4TH QTR 22 5	4TH QTR 2022 UTILITY BILL	01/06/2023	15.20	.00		
2190	CITY OF EDGERTON	4TH QTR 22 5	4TH QTR 2022 UTILITY BILL	01/06/2023	6.00	.00		
2190	CITY OF EDGERTON	4TH QTR 22 5	4TH QTR 2022 UTILITY BILL	01/06/2023	3.30	.00		
2190	CITY OF EDGERTON	4TH QTR 22 5	4TH QTR 2022 UTILITY BILL	01/06/2023	8.30	.00		
2190	CITY OF EDGERTON	4TH QTR 22 5	4TH QTR 2022 UTILITY BILL	01/06/2023	6.50	.00		
Total 2190:					6,636.25	.00		
2433								
2433	AMAZON.COM LLC	111-3935189-8	FLOOR MATS FOR WATER DEP	01/06/2023	132.95	.00		
Total 2433:					132.95	.00		
2688								
2688	WILLIAM/REID LTD LLC	59703	SCREW & WASHER	01/06/2023	46.53	.00		
Total 2688:					46.53	.00		

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
2772								
2772	ENERGETICS	907908	AEON - OIL FOR BLOWER MOT	01/06/2023	600.55	.00		
Total 2772:					600.55	.00		
2887								
2887	DELTA DENTAL OF WISCONSIN	1875261A	JAN 2023 DENTAL INSURANCE	01/06/2023	312.50	.00		
2887	DELTA DENTAL OF WISCONSIN	1875261A	JAN 2023 DENTAL INSURANCE	01/06/2023	392.54	.00		
Total 2887:					705.04	.00		
2890								
2890	PITNEY BOWES PURCHASE PO	DEC 2022A	POSTAGE - WATER DEPT	01/06/2023	20.84	.00		
2890	PITNEY BOWES PURCHASE PO	DEC 2022A	POSTAGE - SEWER DEPT	01/06/2023	20.84	.00		
Total 2890:					41.68	.00		
3002								
3002	MID-AMERICAN RESEARCH CH	0779622-IN	WASP/HORNET KILLER - SEWE	01/06/2023	229.46	.00		
Total 3002:					229.46	.00		
3404								
3404	BURNS FULL SERVICE LLC	DEC 2022	DEC 2022 GAS/DIESEL CHARG	01/06/2023	255.79	.00		
3404	BURNS FULL SERVICE LLC	DEC 2022	DEC 2022 GAS/DIESEL CHARG	01/06/2023	145.00	.00		
Total 3404:					400.79	.00		
3534								
3534	CHARTER COMMUNICATIONS	010138412192	WATER DEPT INTERNET/PHON	01/06/2023	69.99	.00		
Total 3534:					69.99	.00		
3557								
3557	DAVE'S MILTON ACE HARDWAR	D19725	DISTILLED WATER	01/06/2023	7.98	.00		
3557	DAVE'S MILTON ACE HARDWAR	D19725	SHIPMENT OF SAMPLES	01/06/2023	30.18	.00		
Total 3557:					38.16	.00		
3690								
3690	CEDAR CORPORATION	113964	WWTF OPERATIONS ASSISTAN	01/06/2023	125.00	.00		
3690	CEDAR CORPORATION	113968	2022 LEAD SERVICE LATERAL	01/06/2023	310.00	.00		
3690	CEDAR CORPORATION	113968	2022 LEAD SERVICE LATERAL	01/06/2023	780.00	.00		
Total 3690:					1,215.00	.00		
4260								
4260	US BANK PROCUREMENT CAR	B117445075	KAST- GROUNDWATER EXAM 1	01/06/2023	80.00	.00		
Total 4260:					80.00	.00		
4880								
4880	BAYSIDE PRINTING, LLC	141629	4TH QTR 22 BILLING- NEWSLET	01/06/2023	118.13	.00		
4880	BAYSIDE PRINTING, LLC	141629	4TH QTR 22 BILLING- NEWSLET	01/06/2023	118.13	.00		
4880	BAYSIDE PRINTING, LLC	141680	4TH QTR 22 BILLING-UTILITY BI	01/06/2023	174.74	.00		
4880	BAYSIDE PRINTING, LLC	141680	4TH QTR 22 BILLING-UTILITY BI	01/06/2023	174.73	.00		
4880	BAYSIDE PRINTING, LLC	141680	4TH QTR 22 BILLING-UTILITY BI	01/06/2023	446.03	.00		

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
4880	BAYSIDE PRINTING, LLC	141680	4TH QTR 22 BILLING-UTILITY BI	01/06/2023	446.02	.00		
Total 4880:					1,477.78	.00		
5184	BUMPER TO BUMPER EDGERT	625-356512	BATTERY	01/06/2023	133.99	.00		
5184	BUMPER TO BUMPER EDGERT	625-356594	HEADLIGHT BULB	01/06/2023	8.19	.00		
Total 5184:					142.18	.00		
5473	HAWKINS INC	6365052	PHOSPHATE	01/06/2023	1,711.64	.00		
Total 5473:					1,711.64	.00		
5497	TRACTOR SUPPLY CO	049569	BED MAT FOR WATER DEPT TR	01/06/2023	199.99	.00		
Total 5497:					199.99	.00		
Grand Totals:					64,382.38	33,097.56		

GRAND TOTAL: \$64,382.38

January 9, 2023

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 = 01/06/2023
- Invoice.Batch = "CC","CK","ACH"

EDGERTON WATERWORKS

December Report 2022

1. Monthly samples were taken to the State Lab of Hygiene. All samples were safe.
2. Quarterly meter reading was done. This was our second time using the new equipment. It went very well.
3. #4 chlorine pump needed some routine maintenance. #4 was shut down for one week while we waited for parts. Normally we have all the spare parts. This time it was a small bolt that had corroded and it broke as we were taking the pump apart. Extras were ordered.
4. More cold patch was needed on Albion St. water main repair from last month.
5. We have around ten customers that have shallow water lines. These customers were notified to start running a small stream of water to prevent the line from freezing.
6. Installed new tool boxes and organized the new pickup truck.
7. Locates were done.
8. Monthly DNR report was submitted.

Thomas A. Pennekamp/Operator in charge

EDGERTON W.W.T.P. REPORT

DECEMBER 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.
7. Replace battery in the Hospital Lift Station call out dialer system.
8. The quarterly maintenance was done at the plant.
9. The oil on aeration blower #2 has turned black. We called Crane out to look over the blower and it was determined that the blower had a main bearing failed. The blower was pulled and sent in for a rebuild. Blower #3 has the same thing going on and will have to be rebuilt after #2 comes back the blowers have 25,800 hours of run time on them. Blower #1 is all we have in-service at this time.
10. The Lift Station heat/air exchanger has failed. I have a call in for repairs to be made.
11. Had to have L.W.Allen come in and reprogram the scada system. The system was not recognizing that we were only running one blower.

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