

**CITY OF EDGERTON**

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

**Monday January 10, 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, January 7, 2022.
3. Personal appearances for non-agenda items limited to 3 minutes.
4. Consider December 13, 2021 Utility Commission Minutes.
5. Consider Vouchers Payable.
6. Consider billing credit for pool fills
  - a. 601 Washington St
  - b. 215 York Rd
7. Consider various Municipal Water Utility Ordinance updates.
8. Operator's Reports.
9. Director's Report.
10. Administrative Report.
11. 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.



**DECEMBER 13, 2021 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, City Administrator Ramona Flanigan and Mayor Christopher Lund.

Flanigan confirmed the meeting agenda was properly posted on Friday December 10, 2021 at the Post Office, Edgerton Library, and City Hall.

**APPROVAL OF MINUTES:** A Candy Davis/Paul Davis motion to approve the November 8, 2021 Utility Commission meeting minutes passed on a 7/0 roll call vote.

**OVERPAYMENT REFUNDS:** A Lawanna Schieldt/Todd Wescott motion to approve the overpayment refunds for 134 Sterling Dr in the amount of \$250.90; 6 W Fulton St in the amount of \$69.00; 1204 Salem Dr in the amount of \$81.03; 13 Broadway St in the amount of \$187.34; 308 Chamberlain St in the amount of \$209.84; and 1023 Mildred Ave in the amount of \$212.97 passed on a 7/0 roll call vote.

**PAY REQUEST FOR FISCHER EXCAVATING:** A Candy Davis/Rick Petersen motion to approve a pay request for Fischer Excavating for the S Main St project in the amount of \$450,577.78 passed on a 7/0 roll call vote.

**VOUCHERS PAYABLE:** A Jim Kapellen/Denise Langan motion for vouchers payable in the amount of \$528,974.66 passed on a 7/0 roll call vote.

**LEAK CREDIT FOR 920 SWEENEY RD:** The renter at 920 Sweeney Rd requested a leak credit for 19,000 gallons over her average usage. The request does not comply with the leak credit policy as it is under the 20,000 gallon minimum. Chairperson Kapellen inquired if the Commission would like to see the request, that do not comply, in the future. Candy Davis suggested we decide this on a case-by-case basis. She feels if there is an extenuating circumstance the Commission should consider the request. The Commission stated they do not need to see any requests that do not comply with the policy.

A Candy Davis/Todd Wescott motion to deny a leak credit for 920 Sweeney Rd based on policy passed on a 7/0 roll call vote.

**LEAD LATERAL MANDATORY REPLACEMENT ORDINANCE:** Staff is recommending the city apply for the DNR grant available for private lead lateral replacement again. In 2021 everyone who applied received funds. However, in 2022 the application process will most likely be more competitive.

Our ordinance currently does not contain language requiring homeowners to replace their lead lateral. At some point the DNR will require all homeowners to replace their lateral if it is made of lead or galvanized steel. By adopting this ordinance now, this may encourage more homeowners to take advantage of the grant money available to them. If this ordinance is in place before the next application is submitted, it will give the city more points toward approval of the application.

If the Commission chooses not to adopt a mandatory replacement ordinance, staff is requesting they consider adopting a policy that requires replacement of lead private-side laterals where the water main is being reconstructed.

Another option to comply with the possible requirement, is to replace all lead laterals in the upcoming year. Howard has been conducting inspections on laterals to determine how many lead laterals need replacing. Staff has provided estimates to the Commission regarding the number of lead laterals in our community. Given the estimated numbers, it would be a big undertaking to replace all of them in one year. A project of this size and expense would require the utility to borrow the money to fund the replacement. Replacing all the laterals may prevent future costs associated with WDNR mandated corrosion control equipment. The DNR will require the city implement corrosion control measures in 2022 to minimize the impact of lead.

The Commission was presented 2 alternatives to reach the goal of replacing all lead laterals in our municipality. The first alternative is to replace all laterals within the next 2 years. Using the estimated number of lead laterals, the utility could replace all the remaining laterals in 2022 and 2023. This would require the private side lateral be replaced with DNR grant funds and anywhere there is a public lateral it would get replaced all the way to the main. The public side replacement would have to be funded by the utility. Flanigan presented the advantages and disadvantages of this alternative.

The second alternative is to wait to replace the private laterals until the public side is replaced. Approximately 25 streets may have public-side lead laterals. It would take more than 15 years to replace all the water mains that have public side lead laterals. Flanigan also presented the advantages and disadvantages of this option.

If the Commission chooses to implement alternative #1, the utility would request a low interest loan from WDNR. This borrowing was worked into the utility forecast and the data showed it would have a small impact on the cash position of the utility and would not require a rate increase.

Commercial properties are not eligible for DNR grant funds. The city currently has approximately 26 commercial properties with private-side lead laterals. The Commission was provided three options for the funding of the replacement of these laterals. The first option would be to require the property owner pay for the replacement through a special assessment. The second option would be to adopt a policy that allows the utility to pay 50% of the replacement cost and the other 50% would be paid by the property owner or with ARPA funds. The last option would be to use ARPA funds to pay for all of the private side lateral replacement.

A Paul Davis/Denise Langan motion to recommend the adoption of a mandatory replacement ordinance for lead laterals passed on a 7/0 roll call vote.

A Rick Petersen/Lawanna Schieldt motion to recommend the city set a goal to replace all lead laterals in the next two years passed on a 7/0 roll call vote.

A Candy Davis/Todd Wescott motion to recommend the utility pay 50% of the cost of commercial private lateral replacement and the city use ARPA funds or another source for the remaining 50%.

A Paul Davis/Jim Kapellen motion to forward the Lead Lateral Mandatory Replacement Ordinance to Council passed on a 7/0 roll call vote.

**MUNICIPAL WATER UTILITY ORDINANCE UPDATES:** The Commission discussed some amendments to the current ordinance. They would like these amendments put on the next month's agenda to discuss.

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 = 01/07/2022  
 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	DEC 21 21330	DEC 21 213303 ELECTRIC CHA	01/07/2022	49.64	.00		
21	ALLIANT ENERGY	DEC 21 22700	DEC 21 227005 ELECTRIC CHA	01/07/2022	24.63	.00		
21	ALLIANT ENERGY	DEC 21 22700	DEC 21 227005 GAS CHARGES	01/07/2022	33.05	.00		
21	ALLIANT ENERGY	DEC 21 23641	DEC 21 236416 ELECTRIC CHA	01/07/2022	30.51	.00		
21	ALLIANT ENERGY	DEC 21 35777	DEC 21 35777 ELECTRIC CHAR	01/07/2022	1,240.45	.00		
21	ALLIANT ENERGY	DEC 21 35777	DEC 21 35777 GAS CHARGES	01/07/2022	96.19	.00		
21	ALLIANT ENERGY	DEC 21 36096	DEC 21 360963 ELECTRIC CHA	01/07/2022	780.71	.00		
21	ALLIANT ENERGY	DEC 21 37005	DEC 21 370054 ELECTRIC CHA	01/07/2022	436.43	.00		
21	ALLIANT ENERGY	DEC 21 42290	DEC 21 422906 ELECTRIC CHA	01/07/2022	4,581.66	.00		
21	ALLIANT ENERGY	DEC 21 42290	DEC 21 422906 GAS CHARGES	01/07/2022	349.71	.00		
21	ALLIANT ENERGY	DEC 21 48150	DEC 21 481500 ELECTRIC CHA	01/07/2022	168.60	.00		
21	ALLIANT ENERGY	DEC 21 71524	DEC 21 715243 ELECTRIC CHA	01/07/2022	961.51	.00		
21	ALLIANT ENERGY	DEC 21 88165	DEC 21 881653 ELECTRIC CHA	01/07/2022	814.19	.00		
21	ALLIANT ENERGY	DEC 21 88165	DEC 21 881653 GAS CHARGES	01/07/2022	61.63	.00		
Total 21:					9,628.91	.00		
<b>96</b>								
96	BJOIN LIMESTONE INC	86457	CRUSHED LIMESTONE	01/07/2022	173.43	.00		
96	BJOIN LIMESTONE INC	86856	CRUSHED LIMESTONE	01/07/2022	203.04	.00		
96	BJOIN LIMESTONE INC	86918	CRUSHED LIMESTONE	01/07/2022	203.22	.00		
Total 96:					579.69	.00		
<b>130</b>								
130	US CELLULAR	0480583197A	WATER DEPARTMENT CELL PH	01/07/2022	22.75	.00		
130	US CELLULAR	0480583197A	WWTP IPAD MONTHLY SERVIC	01/07/2022	11.85	.00		
Total 130:					34.60	.00		
<b>194</b>								
194	DEEGAN'S HARDWARE INC	DEC 2021	DEC 2021-SEWER	01/07/2022	63.69	.00		
194	DEEGAN'S HARDWARE INC	DEC 2021	DEC 2021-WATER	01/07/2022	82.51	.00		
194	DEEGAN'S HARDWARE INC	DEC 2021	DEC 2021-WATER	01/07/2022	2.99	.00		
194	DEEGAN'S HARDWARE INC	DEC 2021	DEC 2021-WATER	01/07/2022	9.99	.00		
194	DEEGAN'S HARDWARE INC	NOV 2021A	NOV 2021-SEWER	01/07/2022	24.21	.00		
194	DEEGAN'S HARDWARE INC	NOV 2021A	NOV 2021-SEWER	01/07/2022	6.48	.00		
194	DEEGAN'S HARDWARE INC	NOV 2021A	NOV 2021-WATER	01/07/2022	7.97	.00		
194	DEEGAN'S HARDWARE INC	NOV 2021A	NOV 2021-WATER	01/07/2022	16.55	.00		
194	DEEGAN'S HARDWARE INC	NOV 2021A	NOV 2021-WATER	01/07/2022	14.99	.00		
Total 194:					229.38	.00		
<b>259</b>								
259	FASTENAL COMPANY	WISTG94563	PIPE TAP	01/07/2022	60.00	.00		
Total 259:					60.00	.00		

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
<b>406</b>								
406	LW ALLEN LLC	CD99414803	SOLENOID VALVE & TERMINAL	01/07/2022	570.68	.00		
Total 406:					570.68	.00		
<b>490</b>								
490	SECURIAN FINANCIAL GROUP,	FEB 2022	FEB 2022 LIFE INSURANCE	01/07/2022	59.36	.00		
490	SECURIAN FINANCIAL GROUP,	FEB 2022	FEB 2022 LIFE INSURANCE	01/07/2022	76.69	.00		
Total 490:					136.05	.00		
<b>561</b>								
561	PITNEY BOWES GLOBAL FINAN	3313559738A	LEASE PERIOD 03/30/21-06/29/2	01/07/2022	2.58	.00		
561	PITNEY BOWES GLOBAL FINAN	3313559738A	LEASE PERIOD 03/30/21-06/29/2	01/07/2022	2.58	.00		
561	PITNEY BOWES GLOBAL FINAN	3314116658A	LEASE PERIOD 06/30/21 - 09/29/	01/07/2022	2.58	.00		
561	PITNEY BOWES GLOBAL FINAN	3314116658A	LEASE PERIOD 06/30/21 - 09/29/	01/07/2022	2.57	.00		
561	PITNEY BOWES GLOBAL FINAN	3314706858A	LEASE PERIOD 9/30/21-12/29/21	01/07/2022	2.57	.00		
561	PITNEY BOWES GLOBAL FINAN	3314706858A	LEASE PERIOD 9/30/21-12/29/21	01/07/2022	2.58	.00		
Total 561:					15.46	.00		
<b>747</b>								
747	CORE & MAIN	P958657	ADAPTOR, VALVE BOX, BLUE M	01/07/2022	388.33	.00		
747	CORE & MAIN	P984662	REPAIR CLAMPS	01/07/2022	286.20	.00		
747	CORE & MAIN	P990664	COMP TEE ALL JOINTS	01/07/2022	201.53	.00		
747	CORE & MAIN	Q011456	DI PIPE	01/07/2022	643.60	.00		
747	CORE & MAIN	Q069588	REPAIR CLAMPS	01/07/2022	362.64	.00		
747	CORE & MAIN	Q070943	BLUE MARKING PAINT	01/07/2022	33.29	.00		
747	CORE & MAIN	Q071279	REPAIR CLAMPS	01/07/2022	447.52	.00		
747	CORE & MAIN	Q072132	REPAIR CLAMPS	01/07/2022	383.27	.00		
747	CORE & MAIN	Q080564	BLUE MARKING FLAGS,HYMAX	01/07/2022	433.25	.00		
747	CORE & MAIN	Q089271	REPAIR CLAMPS	01/07/2022	236.26	.00		
747	CORE & MAIN	Q146461	REPAIR CLAMPS-RETURNED IT	01/07/2022	362.00	.00		
Total 747:					3,053.89	.00		
<b>779</b>								
779	WI DEPT OF EMPLOYEE TRUST	FEB 2022	FEB 22 HEALTH INSURANCE	01/07/2022	3,927.72	.00		
779	WI DEPT OF EMPLOYEE TRUST	FEB 2022	FEB 22 HEALTH INSURANCE	01/07/2022	4,851.99	.00		
Total 779:					8,779.71	.00		
<b>812</b>								
812	TESTAMERICA LABORATORIES	5000048836	WASTEWATER ANALYSIS	01/07/2022	504.00	.00		
Total 812:					504.00	.00		
<b>934</b>								
934	STAPLES CREDIT PLAN	7346833073A	STAPLES, COPY PAPER	01/07/2022	22.15	.00		
934	STAPLES CREDIT PLAN	7346833073A	STAPLES, COPY PAPER	01/07/2022	22.15	.00		
Total 934:					44.30	.00		
<b>980</b>								
980	CIVIC SYSTEMS	CVC21590A	SEMI-ANNUAL SOFTWARE SUP	01/07/2022	1,272.60	.00		
980	CIVIC SYSTEMS	CVC21590A	SEMI-ANNUAL SOFTWARE SUP	01/07/2022	1,272.60	.00		

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
Total 980:					2,545.20	.00		
<b>2023</b>								
2023	USA BLUEBOOK	809450	SODIUM SULFITE	01/07/2022	41.27	.00		
2023	USA BLUEBOOK	812368	CHERNE GRIPPER	01/07/2022	43.52	.00		
2023	USA BLUEBOOK	824677	DEIONIZED WATER	01/07/2022	14.19	.00		
Total 2023:					98.98	.00		
<b>2115</b>								
2115	JACOBUS ENERGY	2373343	FUEL FOR GENERATOR AT LIFT	01/07/2022	347.34	.00		
Total 2115:					347.34	.00		
<b>2190</b>								
2190	CITY OF EDGERTON	4TH QTR 21 1	4TH QTR 2021 UTILITY BILL	01/07/2022	87.99	.00		
2190	CITY OF EDGERTON	4TH QTR 21 2	4TH QTR 2021 UTILITY BILL	01/07/2022	2,706.51	.00		
2190	CITY OF EDGERTON	4TH QTR 21 2	4TH QTR 2021 UTILITY BILL	01/07/2022	3,191.42	.00		
2190	CITY OF EDGERTON	4TH QTR 21 2	4TH QTR 2021 UTILITY BILL	01/07/2022	510.87	.00		
2190	CITY OF EDGERTON	4TH QTR 21 5	4TH QTR 2021 UTILITY BILL	01/07/2022	15.20	.00		
2190	CITY OF EDGERTON	4TH QTR 21 5	4TH QTR 2021 UTILITY BILL	01/07/2022	6.00	.00		
2190	CITY OF EDGERTON	4TH QTR 21 5	4TH QTR 2021 UTILITY BILL	01/07/2022	8.30	.00		
2190	CITY OF EDGERTON	4TH QTR 21 5	4TH QTR 2021 UTILITY BILL	01/07/2022	3.30	.00		
2190	CITY OF EDGERTON	4TH QTR 21 5	4TH QTR 2021 UTILITY BILL	01/07/2022	83.47	.00		
Total 2190:					6,613.06	.00		
<b>2209</b>								
2209	BAER INSURANCE SERVICES L	4817A	4TH QTRLY 21-22 WORK COMP	01/07/2022	1,089.67	.00		
2209	BAER INSURANCE SERVICES L	4817A	4TH QTRLY 21-22 WORK COMP	01/07/2022	1,557.59	.00		
2209	BAER INSURANCE SERVICES L	4817A	4TH QTRLY 21-22 LIABILITY	01/07/2022	3,376.05	.00		
2209	BAER INSURANCE SERVICES L	4817A	4TH QTRLY 21-22 LIABILITY	01/07/2022	920.30	.00		
2209	BAER INSURANCE SERVICES L	4817A	4TH QTRLY 21-22 AUTO	01/07/2022	484.73	.00		
2209	BAER INSURANCE SERVICES L	4817A	4TH QTRLY 21-22 AUTO	01/07/2022	484.73	.00		
Total 2209:					7,913.07	.00		
<b>2624</b>								
2624	MARK'S CHEMICAL LLC	14261	SODIUM HYPOCHLORITE/HFS	01/07/2022	864.00	.00		
Total 2624:					864.00	.00		
<b>2772</b>								
2772	ENERGETICS	890265	AEON PD - 5 GALLON PAIL	01/07/2022	490.98	.00		
Total 2772:					490.98	.00		
<b>2887</b>								
2887	DELTA DENTAL OF WISCONSIN	1697735A	JAN 2022 DENTAL INSURANCE	01/07/2022	240.89	.00		
2887	DELTA DENTAL OF WISCONSIN	1697735A	JAN 2022 DENTAL INSURANCE	01/07/2022	319.37	.00		
Total 2887:					560.26	.00		
<b>2890</b>								
2890	PITNEY BOWES PURCHASE PO	DEC 2021A	POSTAGE - SEWER DEPT	01/07/2022	52.05	.00		
2890	PITNEY BOWES PURCHASE PO	DEC 2021A	POSTAGE - WATER DEPT	01/07/2022	52.04	.00		

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
Total 2890:					104.09	.00		
<b>3404</b>								
3404	BURNS FULL SERVICE LLC	DEC 2021	DEC 2021 GAS/DIESEL CHARG	01/07/2022	159.45	.00		
3404	BURNS FULL SERVICE LLC	DEC 2021	DEC 2021 GAS/DIESEL CHARG	01/07/2022	313.77	.00		
Total 3404:					473.22	.00		
<b>3557</b>								
3557	DAVE'S MILTON ACE HARDWAR	C30298	SHIPMENT OF SAMPLES	01/07/2022	40.80	.00		
3557	DAVE'S MILTON ACE HARDWAR	C32926	SHIPMENT OF SAMPLES	01/07/2022	44.83	.00		
Total 3557:					85.63	.00		
<b>3690</b>								
3690	CEDAR CORPORATION	109804	WATER UTILITY CORROSION S	01/07/2022	339.20	.00		
3690	CEDAR CORPORATION	109809	SOUTH MAIN ST UTILITY CONS	01/07/2022	6,005.86	.00		
3690	CEDAR CORPORATION	109810	LEAD SERVICE LATERAL REPL	01/07/2022	599.00	.00		
Total 3690:					6,944.06	.00		
<b>3864</b>								
3864	GRAINGER	1433950555	SOLENOID VALVE	01/07/2022	176.78	.00		
Total 3864:					176.78	.00		
<b>3977</b>								
3977	EDWARDSON PLUMBING	5858	TELEWISE SEWER LINE-S MAIN	01/07/2022	250.00	.00		
Total 3977:					250.00	.00		
<b>4272</b>								
4272	CHECKSFORLESS.COM	3686864A	ACCOUNTS PAYABLE CHECKS	01/07/2022	36.92	.00		
4272	CHECKSFORLESS.COM	3686864A	ACCOUNTS PAYABLE CHECKS	01/07/2022	36.92	.00		
Total 4272:					73.84	.00		
<b>4415</b>								
4415	PUBLIC SERVICE COMMISSION	RA22-I-01760	2021-2022 ADVANCE ASSESSM	01/07/2022	1,145.82	.00		
Total 4415:					1,145.82	.00		
<b>4752</b>								
4752	TRUCK COUNTRY	X201734361:0	FREIGHTLINER ADAPTER, SEA	01/07/2022	851.48	.00		
Total 4752:					851.48	.00		
<b>4880</b>								
4880	BAYSIDE PRINTING, LLC	139737A	4TH QTR 21 BILLING-NEWSLET	01/07/2022	107.97	.00		
4880	BAYSIDE PRINTING, LLC	139737A	4TH QTR 21 BILLING-NEWSLET	01/07/2022	107.98	.00		
4880	BAYSIDE PRINTING, LLC	139796	4TH QTR 21 BILLING-UTILITY BI	01/07/2022	173.56	.00		
4880	BAYSIDE PRINTING, LLC	139796	4TH QTR 21 BILLING-UTILITY BI	01/07/2022	173.57	.00		
4880	BAYSIDE PRINTING, LLC	139796	4TH QTR 21 BILLING-POSTAGE	01/07/2022	425.57	.00		
4880	BAYSIDE PRINTING, LLC	139796	4TH QTR 21 BILLING-POSTAGE	01/07/2022	425.56	.00		



Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
Total 4880:						1,414.21	.00	
<b>5184</b>								
5184	BUMPER TO BUMPER EDGERT	625-338774	FLEX FUNNEL, DEXRON	01/07/2022	16.77	.00		
5184	BUMPER TO BUMPER EDGERT	625-339653	BULK OIL FILTER, SYNTHETIC	01/07/2022	44.00	.00		
Total 5184:						60.77	.00	
<b>5214</b>								
5214	GRANITE TELECOMMUNICATIO	546395591	608-884-3341 SEWER	01/07/2022	117.69	.00		
5214	GRANITE TELECOMMUNICATIO	546395591	608-884-3341 WATER	01/07/2022	117.68	.00		
5214	GRANITE TELECOMMUNICATIO	546395591	WWTP LINE CHARGES	01/07/2022	130.01	.00		
Total 5214:						365.38	.00	
<b>5369</b>								
5369	CREDIT MANAGEMENT CONTR	EDGERTON 1	SKIP TRACING 10/13/2021	01/07/2022	5.40	.00		
5369	CREDIT MANAGEMENT CONTR	EDGERTON 1	SKIP TRACING 10/13/2021	01/07/2022	5.40	.00		
Total 5369:						10.80	.00	
Grand Totals:						55,025.64	.00	

GRAND TOTAL: \$55,025.64

January 10, 2022

Vouchers Payable submitted By: Lacey Ozga, 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 = 01/07/2022
- Invoice.Batch = "CC","CK","ACH"



**TO:** Utility Commission

**FROM:** Wendy

**MEETING DATE:** January 10, 2022

**GENERAL DESCRIPTION**

Pool fill credits

215 York Rd and 601 Washington St called in their meter readings for pool fills after the 3<sup>rd</sup> quarter bills were processed and mailed. Both readings showed 10,000 gallons used for the pool fill. These amounts should have been adjusted on the 4<sup>th</sup> quarter bill. The amount of the adjustment should have been \$76.70 for each property.



# Memo

**To:** Utilities Commission  
**From:** Staff  
**Date:** 1/6/2022  
**Re:** Ordinance Amendments

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## 12.15(4) Adjustments of Bills

12.15(4)(j) Swimming Pool Fills. Where a customer contacts the Utility to provide the water meter reading prior to, and after, filling a swimming pool, the Utility may provide a sewer credit for the quantity of water used to fill the pool. Failure to notify the Utility prior to commencing the pool filling may result in a denial of the credit. No more than one swimming pool fill credit shall be given in any calendar year. Pools less than 1,000 gallons are not eligible for a pool fill credit.

**12.15 (5) POLICY FOR LEAKAGE ADJUSTMENTS TO WATER AND SEWER CUSTOMERS.** Water leakage adjustments may be given only when a **leak** occurs which is unknown to a customer. Consumption must be at least fifty thousand (50,000) gallons above the requesting customer's average usage for the most recent four (4) quarters for commercial, industrial and public authority consumers and twenty thousand (20,000) gallons above the requesting customer's average usage for the most recent four (4) quarters for residential consumers. An application can be filed for a water leakage **credit** and/or a sanitary sewer **credit**. No such adjustments shall be made for water supplied after the customer has been notified and has had an opportunity to correct the condition.

### (a) Water Leakage Credits.

1. A customer of the Edgerton Municipal Water Utility may apply for a **credit** for water loss to offset a charge imposed in any one (1) billing period. To apply for a **credit** the customer shall:

a. Submit a written request for the **credit** to the Water Utility at City Hall within thirty (30) days of the charge for which a **credit** is desired.

b. For leak credit requests that are more than 50,000 gallons over the average usage, attach to the request a signed statement from a certified technician/contractor licensed plumber containing the following information:

- i. The location of the **leak**, to include a statement the **leak** occurred on the customer's property.
- ii. The probable cause of the **leak**, to include whether the **leak** occurred because of the customer's act or negligence.
- iii. Identification of the plumber to include name, address, telephone number and plumber license number.

c. For leak credit requests that are more than 20,000 gallons but less than 50,000 over the average usage, attach an executed Leak Credit Affidavit.



## EDGERTON W.W.T.P. REPORT

DECEMBER 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. L.W. Allen was here to work on the aeration probes. The probes have been failing more than they should be. The probes may have to be replaced. They are still looking into solutions to correct the problem. They are in contact with the company.
7. The quarterly maintenance was done at the plant.
8. Zach worked with the water department when needed.
9. Called in Hady Electric in to make repairs to three electric heaters that failed on us. They also had to make repairs to the bar screen electronic solenoid valve and junction box plus replace the explosion-proof conduit that was falling apart do to age.
10. Lloyds Plumbing + Heating was here to install the new air-exchanger.
11. For the year of 2021 the wastewater treatment plants overall performance was very good. Let's hope the year 2022 will be just as good!

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

# EDGERTON WATERWORKS

## December Report 2021

1. Monthly samples were taken to the State Lab of Hygiene. All samples were safe.
2. Three water main leaks were fixed at shop. A six inch repair band was used to fix each leak. Poor bedding material is believed to be the cause of these leaks.
3. R.T. Fox replaced the water main at shop. Plastic water pipe was used.
4. A water leak at Racetrack Park was fixed. A two foot piece of galvanized pipe and two two inch Hymax fittings were used to make the repair.
5. Quarterly meter reading was done.
6. The hour meter at #2 needed to be replaced. The bad hour meter was making it look like the pump was putting out more gallons per minute than it actually was.
7. Old meters and other recyclable metal was taken to Stateline Recycling.
8. Locates were done.
9. Monthly DNR report was submitted.

Thomas A. Pennekamp/Operator-in-charge