

**Utility Commission Meeting**  
**Monday, April 3, 2023**  
**6:00 PM at Utility Office Building**

Members Present: Robert Affeld, Ross Canniff, Dick Evans, Cheryl Braun, Bart Coons, Alex Smudde, Nick Gahlman, and Mayor Wegener

Members Absent: none

Also Present: Laurie Runyan, Dave Gratton

The meeting was called to order at 6:00 PM and roll call was taken. Motion by Braun/Coons to approve the agenda. Motion carried 5-0.

Motion by Braun/Canniff to approve the minutes from the previous meetings. Motion carried 5-0.

I. Public Appearances/Comments: none

II. Monthly Business:

- A. Approve Vouchers and Checks. Motion by Canniff/Coons to approve payment of WPPI Invoice for \$233,470.09 and checks of \$119,223.20. Motion 5-0.
- B. Review Prior Month Income Statement.
- C. Council Acts Affecting Utility. Resolution 74-2022 – Approve Sewer Rates
- D. Consumption Loss.
- E. Review Totals of Delinquent Customers. Disconnects are scheduled for April 20, 2023.

III. Report of Officials:

- A. Utility Accountant.
  - a. Scholarship update. Have only received 1 application so far from Dodgeland. Lakeside Lutheran was emailed with information on our scholarship program. Have not gotten anything from them. Nick will reach out to Dodgeland to see if there are any kids on a waiting list that live in Juneau that we can possibly include in the scholarship opportunity. Laurie to get guidelines on scholarships. We'll be selecting recipients at the May meeting.
  - b. Community contribution update. We have a total of \$3,000 available for Community Contributions, of which we've donated \$500.00 to Pelican Path, and a total of \$2,000 available for Economic Development donations. Nick suggested making a donation to the Rec Dept for outdoor lighting by the fitness court. Cheryl said that Finance suggests waiting until fall since we have daylight for longer period of time during summer.
  - c. Bill inserts. There is an insert in the April 8<sup>th</sup> bill with our rates for Electric, Water and Sewer, which includes the new rates for sewer effective 4-1-23. There is also an insert about our scholarship program.
- B. Electric Superintendent
  - 1. Projects Update. Continue to do tree removal on Goose trail when weather permits. 508 & 520 S Main St passed anti-islanding test for solar panels. New service installed at 611 E Center St for garage. New amplifier for Charter installed on E. Oak to dead-end, they need to splice over within 3 weeks. New meter installed at cell tower by WWTP. A total of 36 new LED fixtures installed on Hwy 26 along N Main, Home Rd, and E Oak Grove. Had 3 metering failures, all resolved. Assisted water dept on 1 meter that had a radio failure- need to replace battery. Jobsite training in Hustisford on replacing transmission under build crossarm, went well. Did 2 service main upgrades. Juneau selected for WPPI scholarship to attend training at APPA Nat'l Conf in Seattle in June, MEUW meeting May 10-12<sup>th</sup>, WPPI board of director's meeting end of April. Assisted DPW with plowing. Industrial substation reclosers, ours are obsolete, Eaton's are

about \$8,000 and we don't receive good support, it was suggested to change brands to Schweitzer, cost about \$6,100 with a lifetime warranty. Suggest changing out all 4 for continuity and keep others for backup. Hustisford has had Schweitzer for about 12 yrs and is happy with them. This falls under normal substation maintenance. Commission has consensus agreement to get reclosers on order, official vote next meeting. We typically budget \$50k for transformers, for 2024 budget it will need to be at least \$100k, because of lead-times we need to place an order now so as to get them in 2024.

C. Water/Wastewater Superintendent

- a. Review, discuss and possibly approve installing natural gas line at WWTP to replace propane. Had a preconstruction meeting for WWTP last week. Matt (MSA) didn't get back with cost estimate but could be upwards of \$125k that we'd have to pay for (not included in loan), discussed possible cost savings, Alex to bring pricing info to next meeting.
  - b. Review, discuss and possibly approve a set dollar limit for Alex to approve minor changes during the WWTP upgrade project. Suggests being able to approve change orders up to \$5,000. Motion by Braun/ Coons for Alex to approve minor changes up to \$5,000 with a maximum of \$10,000 per month after having prior conversation with Mayor and/or commission president re: changes needed. Motion carried 5-0. Starting excavation for new oxidation ditch and break ground this week. Contractor asked if they could park campers to stay on site during project. Alex to get info on liability of that, how many campers there'd be, and bring to next meeting. Dick requested a map overview of project placement.
  - c. Review, discuss and possibly approve advancing WWTP staff to Advanced Operator wage scale upon receipt of DNR certifications. Liz completed her certifications; Peggy also completed them but still waiting on DNR paperwork. Motion by Coons/Canniff to move Elizabeth Condon to Advanced Operator from Basic Operator effective immediately. Motion 5-0. Will revisit Peggy's advancement upon receipt of paperwork.
1. Projects Update. Alex off for 2 weeks with new baby, Peggy and Liz did an excellent job of keeping up on all daily tasks, DNR reporting etc. Reposted the Operator position on WWOA, WRWA and Indeed job boards, have received about a dozen resumes, conducted 1 interview and will interview some others, may be difficult to obtain someone with current wage scale. I&I has been very high, typical flow is 5-600,000 gallons per day and has been up to 1M gallons due to all the rain. To help reduce the I&I, we contracted with Northern Pipe to start the manhole rehab project budgeted for this year; we could do chimney repairs inhouse with good manpower, outsourcing cost averages \$2,000 plus materials. Pump for Lift #4 is scheduled to be installed this week. Trane came to fix faulty makeup air unit for downstairs- this unit will be needed until spring 2024. United Electric came to fix power issues at compact plants.

President: Wishes Nick luck with Town of Oak Grove election.

Mayoral Comments: Thanks to Cheryl for her years of service, she's contributed a lot to the commission. Happy Easter to everyone.

Old Business: none

New Business: none

Motion by Braun/ Coons to adjourn meeting at 7:18 pm. Motion carried 5-0.