

**Utility Commission Meeting**  
**Thursday, July 6, 2023**  
**6:00 PM at Utility Office Building**

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

Members Absent: none

Also Present: Laurie Runyan

The meeting was called to order at 6:00 PM and roll call was taken. Motion by Canniff/Coons to approve the agenda. Motion carried 4-0.

Motion by Coons/Evans to approve the minutes from the previous meetings. Motion carried 4-0.

I. Public Appearances/Comments: none

II. Monthly Business:

- A. Approve Vouchers and Checks. Motion by Canniff/Coons to approve payment of WPPI Invoice for \$272,632.72 and checks of \$588,193.72. Motion carried 4-0.
- B. Review Prior Month Income Statement.
- C. Council Acts Affecting Utility. Resolution 24-2023 – Approve Payment to Juneau Utilities for Credits given to Residents of E. Oak St & Hyland for Watering; Resolution 22-2023 – Approve Compliance Maintenance Annual Report
- D. Consumption Loss.
- E. Review Totals of Delinquent Customers.

III. Report of Officials:

A. Utility Accountant.

- a. Discuss and possibly approve reallocating monies in WW budget to pay for installation of gas line at WWTP. Motion by Coons/Affeld to use the tower fund to pay for the gas line. Motion carried 4-0.
- b. The utility issued \$1,612.06 in credits to residents on E Oak St & S Hyland for watering the new sod for the month of June.

B. Electric Superintendent

- a. Discuss and possibly approve purchasing a new locator. We've sent our locator in for calibration 3 times and are having issues with locates- mismarks by 3 ft. We've had this locator for about 10 years. Contacted MetroTech, they cannot guarantee unit will stay accurate with another calibration. Suggest getting a Utiliguard unit, cost is \$5,850, they also have spares to use if ours doesn't work. Other contractors/locate companies use this brand. We eliminated pole inspections from budget, and have money in minor equipment budget, we can use those funds. Motion by Evans/Canniff to purchase Utiliguard Classic receiver locator for \$5,850 using pole inspections and minor equipment fund. Motion carried 4-0.
- b. Projects Update. Looked at streetlight we discussed in last meeting, it was already adjusted as low as it can go; looked into the streetlight fixtures that were suggested, they do not have a diffuser. Pipe installed across Western Ave for Sunset View job; pipe and cable are fully installed along Arbor St and South St from Koch's, we pulled wire in, replaced 6 transformers and enclosures, energized the cable, we're doing scheduled outages, lasting about 2 hours, along Arbor Rd so only about 5 residents are affected at one time. Have 2 more transformers to replace and energize the new cable, there will be 3 additional transformers to replace so the whole section on that circuit will be upgraded; old transformers are brought into stock and tested. Attended APPA conference in Seattle, this was on a WPPI scholarship, there were 6 member utilities from WPPI. We attended Clearview 1<sup>st</sup> responder event, took the digger derrick,

residents enjoyed it. Juneau Rec dept Touch a Truck event was today, best turnout we've had. Installed new service at a duplex on Depot St, it was a relocation so customer was charged. Took a riser down, took underground cables off the pole in preparation for Koch's boring new pipe crossing Hwy 26, it's an emergency replacement due to a fault under the road. We have the City energized in a different direction in case of an outage. Doing miscellaneous landscaping on Arbor around new transformers, getting seed & straw down. Did a service upgrade on W Oak Grove St, and installed new service on S Main. Nick Koch starts apprenticeship schooling July 31.

C. Water/Wastewater Superintendent

1. Projects Update. Staab is still pouring concrete to build the oxidation ditch tank, then will start new garage. Had 2<sup>nd</sup> candidate for the operator job but he didn't work out. PFAS results from all 3 wells came back and were all good. A PLC failed after exercising the emergency generator under load, after troubleshooting, we decided it would be too expensive to repair being that it's getting replaced in the WWTP upgrade, fixed it enough to get through until then. Woodstream dumped 375 gallons of hummingbird nectar down the drain again this year, it affected our plant, it shouldn't be a technical violation for us for effluent. Do we want to pursue a discharge contract with them? A few weeks prior to this incident, Woodstream questioned if we have a discharge contract with them, apparently we are the only location they have a facility in that doesn't charge for this; we're contacting the other municipalities to discuss their contract terms. Our annual meter testing on large water meters, no apparent issues. Met with Sensient, discussed how their wastewater discharge has been very poor over the last few months, talked about potential solutions; since that meeting, their numbers are much better. We're required by DNR to reapply for general wastewater permit, application due July 5<sup>th</sup>, we missed the sampling requirements and are getting those done. In getting prepared for this permit, DNR came to do a facility inspection, have some minor things to correct, submitted updated flow schematic, need to write up an SOP for adding chemical, had to upgrade my license; also recommended a few other items to be updated. Generator for Well #3 is delayed to Sept.; scheduled the contractor to get electrical done so it's ready; placed the order for gas furnace for well #3. Need to check on abandoning utilities for burned house on Fairfield.

President: Discuss and possibly approve changes to WWTP Dept wage scale. Utility personnel committee met and suggested a 1-2% increase to stay competitive with comparable municipalities. Will gather more information and some wage surveys, discuss further at personnel.

Mayoral Comments: Found out that the City owns 216 ft of Cty W beyond our corporate city limits being maintained by the county, possibly quitclaim and get rid of it; will take it to Council. Verizon is asking to change contract for the Cell Tower.

Old Business: None

New Business: Evans suggested having a commission meeting at the WWTP to see construction. Nick will be discussing with City Hall, we had an instance where resident didn't pull permit to install fence and post is too close to transformer, need to update city ordinance. We'll also be having some changes with ordinances for pole attachments for 5G, will talk to Boardman & Clark. Also suggest the utility adopt MEUW billing system for wages, equipment and meal reimbursement for mutual aid work within the state. Mayor mentioned the fire at the Bilke farm, fire truck damaged, will reach out for reimbursement.

Motion by Evans/Gratton to adjourn meeting at 7:43 pm. Motion carried 5-0.

Minutes recorded by: Laurie Runyan