

CITY OF EDGERTON
UTILITIES COMMISSION
EDGERTON CITY HALL
12 ALBION STREET

Monday, March 12, 2018 at 5:30 p.m.

1. Call to Order; Roll Call.
2. Confirmation of Meeting Notice on Friday, March 9, 2018.
3. Personal appearances for non-agenda items limited to 3 minutes.
4. Approve February 12, 2018 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.

**FEBRUARY 12, 2018 UTILITY COMMISSION MEETING MINUTES
CITY OF EDGERTON**

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

Present: Matt McIntyre, Candy Davis, Jim Kapellen, Rick Petersen, Janelle Frey, Lawanna Schieldt and Denise Langan.

Others Present: City Clerk/Treasurer Cindy Hegglund and Utility Director Randy Oren.

Hegglund confirmed the meeting agenda was properly posted on Friday, February 9, 2018 at the Post Office, Edgerton Library, City Hall and the website.

APPROVAL OF MINUTES: A Davis/Petersen motion to approve the January 8, 2018 Utility Commission meeting minutes passed, all voted in favor.

PURCHASE OF SKID STEER: A Schieldt/Petersen motion to approve the purchase of a 2017 Bobcat skidsteer in the amount of \$48,000 passed on a 7/0 roll call vote.

APPROVE VOUCHERS PAYABLE: A Kapellen/Davis motion to approve payment of the bills in the amount of \$99,778.37 passed on a 7/0 roll call vote.

Being no other business before the Commission, a McIntyre/Davis motion to adjourn passed, all voted in favor.

Randy Oren/wjl
Utility Director

Report Criteria:

Detail report.

Invoices with totals above \$0 included.

Paid and unpaid invoices included.

[Report].Invoice Date = 03/09/2018

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

[Report].Invoice Date = {OR} {IS NULL}

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
21								
21	ALLIANT ENERGY	FEB 18 227005	227005 ELECTRIC CHARGES	03/09/2018	24.63	.00		
21	ALLIANT ENERGY	FEB 18 227005	227005 GAS CHARGES	03/09/2018	42.60	.00		
21	ALLIANT ENERGY	FEB 18 422906	422906 ELECTRIC CHARGES	03/09/2018	4,218.95	.00		
21	ALLIANT ENERGY	FEB 18 422906	422906 GAS CHARGES	03/09/2018	347.93	.00		
21	ALLIANT ENERGY	FEB 18 48150	481500 ELECTRIC CHARGES	03/09/2018	212.05	.00		
21	ALLIANT ENERGY	JAN 18 213303	213303 ELECTRIC CHARGES	03/09/2018	27.19	.00		
21	ALLIANT ENERGY	JAN 18 236416	236416 ELECTRIC CHARGES	03/09/2018	30.75	.00		
21	ALLIANT ENERGY	JAN 18 357770	357770 ELECTRIC CHARGES	03/09/2018	1,100.20	.00		
21	ALLIANT ENERGY	JAN 18 357770	357770 GAS CHARGES	03/09/2018	90.68	.00		
21	ALLIANT ENERGY	JAN 18 360963	360963 ELECTRIC CHARGES	03/09/2018	878.90	.00		
21	ALLIANT ENERGY	JAN 18 370054	370054 ELECTRIC CHARGES	03/09/2018	145.55	.00		
21	ALLIANT ENERGY	JAN 18 370054	370054 GAS CHARGES	03/09/2018	301.53	.00		
21	ALLIANT ENERGY	JAN 18 715243	715243 ELECTRIC CHARGES	03/09/2018	1,099.50	.00		
21	ALLIANT ENERGY	JAN 18 881653	881653 ELECTRIC CHARGES	03/09/2018	1,090.32	.00		
21	ALLIANT ENERGY	JAN 18 881653	881653 GAS CHARGES	03/09/2018	50.60	.00		
Total 21:					9,661.38	.00		
109								
109	BRUCE MUNICIPAL EQUIP INC	P05281	FUEL HOSE/BULB SEAL FOR V	03/09/2018	92.74	.00		
Total 109:					92.74	.00		
130								
130	US CELLULAR	0230480670A	WWTP IPAD MONTHLY SERVIC	03/09/2018	22.50	.00		
130	US CELLULAR	0230480670A	WATER DEPARTMENT CELL PH	03/09/2018	15.13	.00		
Total 130:					37.63	.00		
194								
194	DEEGAN'S HARDWARE INC	JAN 2018A	JAN 18 CHARGES - SEWER DE	03/09/2018	83.15	.00		
194	DEEGAN'S HARDWARE INC	JAN 2018A	JAN 18 CHARGES - WELL CHAR	03/09/2018	20.47	.00		
194	DEEGAN'S HARDWARE INC	JAN 2018A	JAN 18 CHARGES - WELL CHAR	03/09/2018	36.98	.00		
194	DEEGAN'S HARDWARE INC	JAN 2018A	JAN 18 CHARGES - WATER SE	03/09/2018	24.78	.00		
Total 194:					165.38	.00		
206								
206	DIGGERS HOTLINE INC	FEB 2018	FEBRUARY 18 LOCATE TICKET	03/09/2018	11.94	.00		
206	DIGGERS HOTLINE INC	FEB 2018	FEBRUARY 18 LOCATE TICKET	03/09/2018	11.94	.00		
Total 206:					23.88	.00		
311								
311	FRONTIER COMMUNICATIONS	DEC17A 3341	608-884-3341 TELEPHONE CHA	03/09/2018	45.92	.00		
311	FRONTIER COMMUNICATIONS	DEC17A 3341	608-884-3341 TELEPHONE CHA	03/09/2018	45.92	.00		
311	FRONTIER COMMUNICATIONS	FEB 2018 2466	608-884-2466 TELEPHONE CHA	03/09/2018	47.47	.00		
311	FRONTIER COMMUNICATIONS	JAN 18 3341	608-884-3341 TELEPHONE CHA	03/09/2018	48.25	.00		

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
311	FRONTIER COMMUNICATIONS	JAN 18 3341	608-884-3341 TELEPHONE CHA	03/09/2018	48.25	.00		
311	FRONTIER COMMUNICATIONS	JAN 18 6531	608-884-6531 TELEPHONE CHA	03/09/2018	273.71	.00		
311	FRONTIER COMMUNICATIONS	JAN 18 7243	262-002-7243 TELEPHONE CHA	03/09/2018	62.90	.00		
311	FRONTIER COMMUNICATIONS	JAN 18 7247	262-002-7247 TELEPHONE CHA	03/09/2018	30.60	.00		
Total 311:					603.02	.00		
410								
410	RICOH AMERICAS CORPORATI	24031639	COPIER	03/09/2018	42.45	.00		
Total 410:					42.45	.00		
488								
488	MILLER-BRADFORD & RISBER	E00327	COUPLER - LOADER	03/09/2018	2,328.00	.00		
488	MILLER-BRADFORD & RISBER	E00327	COUPLER - LOADER	03/09/2018	2,328.00	.00		
488	MILLER-BRADFORD & RISBER	R00374	RENTAL - LOADER	03/09/2018	1,471.40	.00		
488	MILLER-BRADFORD & RISBER	R00374	RENTAL - LOADER	03/09/2018	1,471.39	.00		
488	MILLER-BRADFORD & RISBER	W02461	LOADER REPAIRS	03/09/2018	5,771.70	.00		
488	MILLER-BRADFORD & RISBER	W02461	LOADER REPAIRS	03/09/2018	5,771.69	.00		
Total 488:					19,142.18	.00		
490								
490	SECURIAN FINANCIAL GROUP,	APRIL 2018	APRIL 2018 LIFE INSURANCE	03/09/2018	59.27	.00		
490	SECURIAN FINANCIAL GROUP,	APRIL 2018	APRIL 2018 LIFE INSURANCE	03/09/2018	58.20	.00		
Total 490:					117.47	.00		
521								
521	NORTH CENTRAL LABS OF WI I	402178	BOD SEED - SEWER DEPT	03/09/2018	104.16	.00		
521	NORTH CENTRAL LABS OF WI I	402710	DUST COVER/BOILER BODY - S	03/09/2018	881.42	.00		
Total 521:					985.58	.00		
529								
529	OFFICE DEPOT CREDIT CARD	101116110A	COPY PAPER	03/09/2018	14.00	.00		
529	OFFICE DEPOT CREDIT CARD	101116110A	COPY PAPER	03/09/2018	13.98	.00		
Total 529:					27.98	.00		
553								
553	PERKINS OIL INC	0001053-IN	OIL FOR WWTP	03/09/2018	769.75	.00		
Total 553:					769.75	.00		
557								
557	PHOENIX CONSULTING INC	8022603A	NEW COMPUTER AT CITY HALL	03/09/2018	201.30	.00		
557	PHOENIX CONSULTING INC	8022603A	NEW COMPUTER AT CITY HALL	03/09/2018	201.30	.00		
557	PHOENIX CONSULTING INC	8022604	REMOVE VIRUS/SPYWARE WA	03/09/2018	302.50	.00		
Total 557:					705.10	.00		
580								
580	REBHOLZ GAS & ELECTRIC IN	3436	FORK LIFT CYLINDER	03/09/2018	30.00	.00		
Total 580:					30.00	.00		

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
600								
600	ROCK ENERGY COOPERATIVE	FEB 18 903630	90363001 DALLMAN TOWER	03/09/2018	147.21	.00		
600	ROCK ENERGY COOPERATIVE	JAN 2018 9036	90363001 DALLMAN TOWER	03/09/2018	156.64	156.64	02/20/2018	
Total 600:					303.85	156.64		
716								
716	US POSTAL SERVICE	O887910395A	PERSONALIZED ENVELOPES	03/09/2018	14.71	.00		
716	US POSTAL SERVICE	O887910395A	PERSONALIZED ENVELOPES	03/09/2018	14.71	.00		
716	US POSTAL SERVICE	O887910395A	PERSONALIZED ENVELOPES P	03/09/2018	100.00	.00		
716	US POSTAL SERVICE	O887910395A	PERSONALIZED ENVELOPES P	03/09/2018	100.00	.00		
Total 716:					229.42	.00		
747								
747	CORE & MAIN	I308940	CLAMPS - WATER MAINS	03/09/2018	304.18	.00		
747	CORE & MAIN	I309830	REPAIR PARTS - WATER MAIN	03/09/2018	424.20	.00		
747	CORE & MAIN	I309830	REPAIR PARTS - WATER SERVI	03/09/2018	324.72	.00		
747	CORE & MAIN	I390127	CLAMPS - WATER MAINS	03/09/2018	198.89	.00		
747	CORE & MAIN	I392069	REPAIR PARTS - HYDRANTS	03/09/2018	618.74	.00		
747	CORE & MAIN	I392293	REPAIR PARTS - WATER SERVI	03/09/2018	145.82	.00		
Total 747:					2,016.55	.00		
771								
771	WI RURAL WATER ASSOCIATIO	S2805	ANNUAL MEMBERSHIP RENEW	03/09/2018	455.00	.00		
Total 771:					455.00	.00		
779								
779	WI DEPT OF EMPLOYEE TRUST	APRIL 2018	APRIL 2018 HEALTH INSURANC	03/09/2018	3,314.29	.00		
779	WI DEPT OF EMPLOYEE TRUST	APRIL 2018	APRIL 2018 HEALTH INSURANC	03/09/2018	3,314.29	.00		
Total 779:					6,628.58	.00		
812								
812	TESTAMERICA LABORATORIES	50168189	WASTEWATER ANALYSIS	03/09/2018	527.10	.00		
Total 812:					527.10	.00		
934								
934	STAPLES CREDIT PLAN	7190987580A	COPY PAPER - PAST DUE NOTI	03/09/2018	1.48	.00		
934	STAPLES CREDIT PLAN	7190987580A	COPY PAPER - PAST DUE NOTI	03/09/2018	1.47	.00		
Total 934:					2.95	.00		
2023								
2023	USA BLUEBOOK	466509	BOTTLES/GLOVES	03/09/2018	258.08	.00		
2023	USA BLUEBOOK	486669	LEAK DETECTOR/EXTENSION -	03/09/2018	42.82	.00		
Total 2023:					300.90	.00		
2433								
2433	AMAZON.COM LLC	7789053	PHONE CASE - PENNEKAMP	03/09/2018	23.00	.00		
2433	AMAZON.COM LLC	8479426	CLIPBOARDS - WWTP	03/09/2018	28.74	.00		

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
Total 2433:					51.74	.00		
2887								
2887	DELTA DENTAL OF WISCONSIN	MARCH 2018A	MARCH 2018 DENTAL INSURAN	03/09/2018	251.19	.00		
2887	DELTA DENTAL OF WISCONSIN	MARCH 2018A	MARCH 2018 DENTAL INSURAN	03/09/2018	251.19	.00		
Total 2887:					502.38	.00		
3076								
3076	CET COMPANY INC	124887	LOADER RENTAL	03/09/2018	386.10	.00		
3076	CET COMPANY INC	125009	LOADER REPAIR	03/09/2018	393.25	.00		
Total 3076:					779.35	.00		
3175								
3175	MOTOR PARTS & EXHAUST LL	264696	FLASHER - WATER DEPT	03/09/2018	92.08	.00		
Total 3175:					92.08	.00		
3404								
3404	BURNS FULL SERVICE LLC	FEB 2018A	FEB 2018 GAS/DIESEL CHARGE	03/09/2018	274.00	.00		
3404	BURNS FULL SERVICE LLC	FEB 2018A	FEB 2018 GAS/DIESEL CHARGE	03/09/2018	209.00	.00		
Total 3404:					483.00	.00		
3534								
3534	CHARTER COMMUNICATIONS	FEB 2018	WATER DEPARTMENT INTERN	03/09/2018	27.50	.00		
Total 3534:					27.50	.00		
3557								
3557	DAVE'S MILTON ACE HARDWA	134471	SHIPMENT OF SAMPLES	03/09/2018	28.86	.00		
Total 3557:					28.86	.00		
3690								
3690	CEDAR CORPORATION	95286	SERVICES FOR WWTP	03/09/2018	2,805.00	.00		
3690	CEDAR CORPORATION	95288	BLAINE ST UTILITY UPGRADES	03/09/2018	2,988.02	.00		
Total 3690:					5,793.02	.00		
3951								
3951	WI STATE HYGIENE LABORATO	535270	DRINKING WATER ANALYSIS	03/09/2018	257.00	.00		
Total 3951:					257.00	.00		
4391								
4391	ENVIRONMENTAL CONSULTIN	2789	ACUTE WET TEST FOR 2018 W	03/09/2018	600.00	.00		
Total 4391:					600.00	.00		
4659								
4659	CENTURYLINK	1431936825A	LONG DISTANCE CHARGES	03/09/2018	.09	.00		
4659	CENTURYLINK	1431936825A	LONG DISTANCE CHARGES	03/09/2018	.09	.00		
4659	CENTURYLINK	1434554576	LONG DISTANCE CHARGES	03/09/2018	.07	.00		
4659	CENTURYLINK	1434554576	LONG DISTANCE CHARGES	03/09/2018	.07	.00		

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
Total 4659:					.32	.00		
4752								
4752	TRUCK COUNTRY	Z2015222445:	FUEL TANK - VACTOR	03/09/2018	799.65	.00		
Total 4752:					799.65	.00		
Grand Totals:					52,283.79	156.64		

GRAND TOTAL: \$52,283.79

UTILITY COMMISSION MEETING

Meeting Date: March 12, 2018

Vouchers Payable submitted By: Jenny Salvo, Administrative Assistant

James Kapellen (Chairperson)

Matt McIntyre (Aldersperson)

Candy Davis (Aldersperson)

Report Criteria:

Detail report.

Invoices with totals above \$0 included.

Paid and unpaid invoices included.

[Report].Invoice Date = 03/09/2018

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

[Report].Invoice Date = {OR} {IS NULL}

EDGERTON W.W.T.P. REPORT

JANUARY 2018

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. Energenics was here again to check out the paddle drive unit. Eerenics repair man took the top half of the drive unit apart and cleaned out all the oil and water and replaced the top gasket. At this time he did not find a leak. We refilled the unit with oil and are to call if it starts to lose oil again. After one week the oil is going down in the site glass.
7. The drivers side fuel tank on the Vac-Truck started to leak. We called Truck Country in De-Forest, they had one in stock. Took off the old tank and to rebuilt the bracket holders, everything is back in place and ready to go.
9. Our new Bobcat was delivered on 2/14/2018.
10. The State Laboratory Proficiency Test for: BOD/CBOD/TSS results came back and we passed all three test that were required by the DNR discharge permit.
11. Went out to Edgerton Gear and ordered a stainless-steel pipe so I can build the manhole extensions for the de-watering valves that go to digester # 87.
12. Ordered parts from First Supply to make repairs to the sample tap on our sludge waste line.
13. Flygt was here to look at the hospital lift station pump number one again. They cannot figure out why it keeps going into fail mode. They are going to come back when the weather warms up. At that time, we will flood the lift station to see if they can catch it going into fail mode. Then they can see what circuit is not working.

Thank-You

James Reilly

Edgerton - W.W.T.P.

EDGERTON WATERWORKS

February Report 2018

1. Monthly samples were taken to the State Lab of Hygiene. All samples were safe.
2. Quarterly raw water samples were taken from well #2 and well #3. Both samples came back as safe.
3. Fixed the chlorine pumps at #3 and #4. Both needed some new tubing and a couple of new valves.
4. Jeff helped Zach with Vactor maintenance. They fixed the hose reel and replaced one of the fuel tanks. The fuel tank had started to leak. Jeff has also been painting some parts that had become rusty.
5. Snow was cleared from around hydrants.
6. Replaced the fan blade on the electric unit heater in the chlorine room at #4.
7. Used Vactor truck to assist DPW with some clogged storm sewers when we had all the rain.
8. Changed the oil and greased pumps #2 and #4. This is done once a year.
9. New houses were wired for meters.
10. Locates requests were performed.
11. As of 3-5-18 thirty-eight lead and copper sample bottles have been given to customers. Only two more remain to be given out.
12. Monthly DNR report was submitted.

Thomas A. Pennekamp/Operator-in-charge