

CITY OF EDGERTON

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

Monday, May 13, 2019 at 5:30 p.m.

1. Call to Order; Roll Call.
2. Confirmation of Meeting Notice on Friday, May 10, 2019.
3. Elect Chair
4. Personal appearances for non-agenda items limited to 3 minutes.
5. Approve April 8, 2019 Utility Commission Minutes.
6. Discuss and Consider Overpayment Refunds
 - a. 304 S Main St
 - b. 702 Hubert St
7. Approve Vouchers Payable.
8. Discuss and Consider Bankruptcy Write-off
9. Operator's Reports.
10. Director's Report.
11. Administrative Report.
12. 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.

**APRIL 8, 2019 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, Jannelle Frey, Denise Langan and Lawanna Schieldt.

Others Present: Utility Director Randy Oren, Clerk/Treasurer Cindy Hegglund, Earl Collins, Gurdial Dhillon, and Kristin Mitchell

Hegglund confirmed the meeting agenda was properly posted on Friday, April 5, 2019 at the Post Office, Edgerton Library, City Hall and the website.

APPROVAL OF MINUTES: A Davis/McIntyre motion to approve the March 11, 2019 Utility Commission meeting minutes passed, all voted in favor.

APPROVE VOUCHERS PAYABLE: A Kapellen/Schieldt motion to approve payment of the bills in the amount of \$31,142.04 passed on a 7/0 roll call vote.

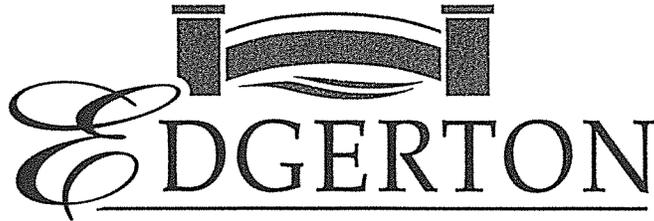
LEAK CREDIT FOR 35 MILDRED AVE: A Kapellen/Davis motion to approve a leak credit for sewer only at 35 Mildred Ave in the amount of \$200.00 passed on a 7/0 roll call vote.

LEAK CREDIT FOR 1104 N MAIN ST: A Kapellen/McIntyre motion to approve a leak credit for sewer only at 1104 N main St in the amount of \$1,200 passed on a 7/0 roll call vote.

LEAK CREDIT FOR 110 YORK RD: A Kapellen/Petersen motion to approve a leak credit for sewer only at 110 York Rd in the amount of \$700 passed on a 7/0 roll call vote.

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

Randy Oren/wjl
Utility Director



Connect to Endless Possibilities

BUSINESS • COMMUNITY • RECREATION

April 24, 2019

Don Sveum
781 Thronson Rd
Edgerton, WI 53534

RE: 304 S Main St

Dear Mr. Sveum,

On 02/05/2019 we received a payment of \$23.85 for the final water bill at the above property. This payment left a credit on the account of \$27.02. If you would like this amount refunded to you please fill out the form below and return in the provided envelope. Once the form is received by our Utility Billing Department, it will be placed on the next Utility Commission agenda for approval. The Utility Commission meets the 2nd Monday of each month. If you have any questions please contact me at 608-884-3341.

Thank you

Wendy Loveland

Wendy Loveland
Utility Billing Clerk
CITY OF EDGERTON

Please send me a refund check in the amount of \$27.02 for the overpayment at 304 S. Main St. My current address is:

Name

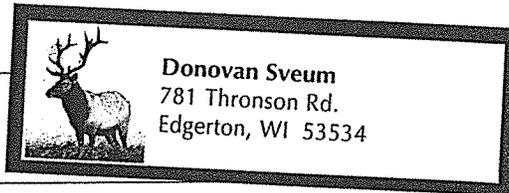
Address

Address 2

City

State

Zip



Please send me a refund check in the amount of \$239.95 for the overpayment at 702 Hubert St.
My current address is:

Nicholas Steintach
Name

17208 State Highway 131
Address

Address 2

Gays Mills
City

WI
State

54631
Zip

City of Edgerton | 12 Albion Street | Edgerton, WI 53534 | Phone: (608) 884-3341 | Fax: (608) 884-8892
www.cityofedgerton.com

Report Criteria:

Detail report.

Invoices with totals above \$0 included.

Paid and unpaid invoices included.

Invoice Detail.Input Date = 05/10/2019

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
21								
21	ALLIANT ENERGY	FEB 19 357770	357770 ELECTRIC CHARGES	05/10/2019	1,098.20	.00		
21	ALLIANT ENERGY	FEB 19 357770	357770 GAS CHARGES	05/10/2019	77.37	.00		
21	ALLIANT ENERGY	MAR 19 12937	129372 ELECTRIC/GAS CHARG	05/10/2019	428.60	.00		
21	ALLIANT ENERGY	MAR 19 21330	213303 ELECTRIC CHARGES	05/10/2019	52.42	.00		
21	ALLIANT ENERGY	MAR 19 22700	227005 ELECTRIC CHARGES	05/10/2019	25.41	.00		
21	ALLIANT ENERGY	MAR 19 22700	227005 GAS CHARGES	05/10/2019	40.65	.00		
21	ALLIANT ENERGY	MAR 19 23641	236416 ELECTRIC CHARGES	05/10/2019	29.62	.00		
21	ALLIANT ENERGY	MAR 19 36096	360963 ELECTRIC CHARGES	05/10/2019	837.35	.00		
21	ALLIANT ENERGY	MAR 19 37005	370054 ELECTRIC/GAS CHARG	05/10/2019	217.59	.00		
21	ALLIANT ENERGY	MAR 19 42290	422906 ELECTRIC CHARGES	05/10/2019	4,576.56	.00		
21	ALLIANT ENERGY	MAR 19 42290	422906 GAS CHARGES	05/10/2019	298.33	.00		
21	ALLIANT ENERGY	MAR 19 48150	481500 ELECTRIC CHARGES	05/10/2019	167.98	.00		
21	ALLIANT ENERGY	MAR 19 71524	715243 ELECTRIC CHARGES	05/10/2019	800.49	.00		
21	ALLIANT ENERGY	MAR 19 88165	881653 GAS CHARGES	05/10/2019	36.29	.00		
21	ALLIANT ENERGY	MAR 19 88165	881653 ELECTRIC CHARGES	05/10/2019	1,232.17	.00		
	Total 21:				9,919.03	.00		
96								
96	BJOIN LIMESTONE INC	71531	LIMESTONE - WATER MAIN BR	05/10/2019	180.76	.00		
	Total 96:				180.76	.00		
130								
130	US CELLULAR	0300425547A	WWTP IPAD MONTHLY SERVIC	05/10/2019	22.50	.00		
130	US CELLULAR	0300425547A	WATER DEPARTMENT CELL PH	05/10/2019	11.43	.00		
	Total 130:				33.93	.00		
194								
194	DEEGAN'S HARDWARE INC	MARCH 2019A	MAR 2019 CHARGES - SEWER	05/10/2019	30.35	.00		
194	DEEGAN'S HARDWARE INC	MARCH 2019A	MAR 2019 CHARGES - WATER	05/10/2019	11.99	.00		
194	DEEGAN'S HARDWARE INC	MARCH 2019A	MAR 2019 CHARGES - WELL O	05/10/2019	17.79	.00		
194	DEEGAN'S HARDWARE INC	MARCH 2019A	MAR 2019 CHARGES - WELL PL	05/10/2019	2.79	.00		
	Total 194:				62.92	.00		
206								
206	DIGGERS HOTLINE INC	190352801	MARCH 19 LOCATE TICKETS	05/10/2019	35.82	.00		
206	DIGGERS HOTLINE INC	190352801	MARCH 19 LOCATE TICKETS	05/10/2019	35.82	.00		
	Total 206:				71.64	.00		
231								
231	EDGERTON REPORTER CO IN	2059	CONSUMER CONFIDENCE REP	05/10/2019	210.08	.00		
	Total 231:				210.08	.00		
311								
311	FRONTIER COMMUNICATIONS	APRIL 19 833	608-884-8331 TELEPHONE CHA	05/10/2019	65.87	.00		

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
311	FRONTIER COMMUNICATIONS	APRIL 19 1968	608-884-1968 TELEPHONE CHA	05/10/2019	31.42	.00		
311	FRONTIER COMMUNICATIONS	APRIL 19 2466	608-884-2466 TELEPHONE CHA	05/10/2019	49.90	.00		
311	FRONTIER COMMUNICATIONS	APRIL 19 6531	608-884-6531 TELEPHONE CHA	05/10/2019	279.39	.00		
311	FRONTIER COMMUNICATIONS	APRIL 19 7243	262-002-7243 TELEPHONE CHA	05/10/2019	62.90	.00		
311	FRONTIER COMMUNICATIONS	APRIL 19 7247	262-002-7247 TELEPHONE CHA	05/10/2019	30.60	.00		
311	FRONTIER COMMUNICATIONS	MAR 19 1968	608-884-1968 TELEPHONE CHA	05/10/2019	22.18	.00		
311	FRONTIER COMMUNICATIONS	MAR 19 6531	608-884-6531 TELEPHONE CHA	05/10/2019	265.09	.00		
311	FRONTIER COMMUNICATIONS	MARCH 19 334	608-884-3341 TELEPHONE CHA	05/10/2019	83.45	.00		
311	FRONTIER COMMUNICATIONS	MARCH 19 334	608-884-3341 TELEPHONE CHA	05/10/2019	83.44	.00		
311	FRONTIER COMMUNICATIONS	MARCH 19 724	262-002-7247 TELEPHONE CHA	05/10/2019	30.60	.00		
Total 311:					1,004.84	.00		
490								
490	SECURIAN FINANCIAL GROUP,	JUNE 2019	JUNE 2019 LIFE INSURANCE	05/10/2019	59.77	.00		
490	SECURIAN FINANCIAL GROUP,	JUNE 2019	JUNE 2019 LIFE INSURANCE	05/10/2019	70.92	.00		
490	SECURIAN FINANCIAL GROUP,	MAY 2019A	MAY 2019 LIFE INSURANCE	05/10/2019	59.77	59.77	04/18/2019	
490	SECURIAN FINANCIAL GROUP,	MAY 2019A	MAY 2019 LIFE INSURANCE	05/10/2019	70.92	70.92	04/18/2019	
Total 490:					261.38	130.69		
521								
521	NORTH CENTRAL LABS OF WI	422356	LAB SUPPLIES - WWTP	05/10/2019	273.77	.00		
Total 521:					273.77	.00		
600								
600	ROCK ENERGY COOPERATIVE	APRIL 19 9036	90363001 DALLMAN TOWER	05/10/2019	33.60	.00		
600	ROCK ENERGY COOPERATIVE	MARCH 19 903	90363001 DALLMAN TOWER	05/10/2019	155.80	.00		
Total 600:					189.40	.00		
731								
731	BAKER TILLY VIRCHOW KRAUS	BT1393578A	SERVICES 12/31/18 UTILITY FI	05/10/2019	788.50	.00		
731	BAKER TILLY VIRCHOW KRAUS	BT1393578A	SERVICES 12/31/18 UTILITY FI	05/10/2019	788.50	.00		
Total 731:					1,577.00	.00		
747								
747	CORE & MAIN	K256267	(8) 5/8" WATER METER	05/10/2019	1,000.00	.00		
747	CORE & MAIN	K293048	(1) 1 1/2" WATER METER AND F	05/10/2019	1,391.57	.00		
747	CORE & MAIN	K316042	REPAIR PARTS - WATER SERVI	05/10/2019	27.33	.00		
747	CORE & MAIN	K322224	(8) 5/8" WATER METER	05/10/2019	1,000.00	.00		
Total 747:					3,418.90	.00		
779								
779	WI DEPT OF EMPLOYEE TRUST	JUNE 2019	JUNE 2019 HEALTH INSURANC	05/10/2019	3,099.09	.00		
779	WI DEPT OF EMPLOYEE TRUST	JUNE 2019	JUNE 2019 HEALTH INSURANC	05/10/2019	3,099.09	.00		
Total 779:					6,198.18	.00		
812								
812	TESTAMERICA LABORATORIES	5000009052	WASTEWATER ANALYSIS	05/10/2019	504.00	.00		
Total 812:					504.00	.00		

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
934								
934	STAPLES CREDIT PLAN	7216999433A	COPY PAPER	05/10/2019	18.46	.00		
934	STAPLES CREDIT PLAN	7216999433A	COPY PAPER	05/10/2019	18.46	.00		
Total 934:					36.92	.00		
1043								
1043	TRANSUNION LLC	APRIL 2019	MEMBERSHIP DUES	05/10/2019	16.67	.00		
1043	TRANSUNION LLC	APRIL 2019	MEMBERSHIP DUES	05/10/2019	16.67	.00		
1043	TRANSUNION LLC	MARCH 19	MEMBERSHIP DUES	05/10/2019	16.67	.00		
1043	TRANSUNION LLC	MARCH 19	MEMBERSHIP DUES	05/10/2019	16.67	.00		
Total 1043:					66.68	.00		
2209								
2209	BAER INSURANCE SERVICES L	2587A	LIABILITY INSURANCE	05/10/2019	3,346.30	.00		
2209	BAER INSURANCE SERVICES L	2587A	LIABILITY INSURANCE	05/10/2019	920.30	.00		
2209	BAER INSURANCE SERVICES L	2587A	AUTO LIABILITY INSURANCE	05/10/2019	496.78	.00		
2209	BAER INSURANCE SERVICES L	2587A	AUTO LIABILITY INSURANCE	05/10/2019	499.92	.00		
Total 2209:					5,263.30	.00		
2772								
2772	ENERGETICS	0833233	AEON PD FOR BLOWER WWTP	05/10/2019	432.18	.00		
Total 2772:					432.18	.00		
2887								
2887	DELTA DENTAL OF WISCONSIN	MAY 2019A	MAY 2019 DENTAL INSURANCE	05/10/2019	251.19	.00		
2887	DELTA DENTAL OF WISCONSIN	MAY 2019A	MAY 2019 DENTAL INSURANCE	05/10/2019	251.19	.00		
Total 2887:					502.38	.00		
3175								
3175	MOTOR PARTS & EXHAUST LL	1-289707	OIL FILTER - WATER DEPT MO	05/10/2019	5.42	.00		
Total 3175:					5.42	.00		
3404								
3404	BURNS FULL SERVICE LLC	APRIL 2019	APRIL 2019 GAS/DIESEL CHAR	05/10/2019	221.00	.00		
3404	BURNS FULL SERVICE LLC	APRIL 2019	APRIL 2019 GAS/DIESEL CHAR	05/10/2019	304.50	.00		
Total 3404:					525.50	.00		
3534								
3534	CHARTER COMMUNICATIONS	000115032119	WATER DEPARTMENT INTERN	05/10/2019	27.49	.00		
Total 3534:					27.49	.00		
3557								
3557	DAVE'S MILTON ACE HARDWA	J45741	DISTILLED WATER/SHIPPING O	05/10/2019	46.23	.00		
3557	DAVE'S MILTON ACE HARDWA	J49634	DISTILLED WATER/SHIPPING O	05/10/2019	42.95	.00		
Total 3557:					89.18	.00		
3608								
3608	WI DEPT OF NATURAL RESOU	5/1/19	RECERTIFICATION FOR NELSO	05/10/2019	45.00	45.00	04/22/2019	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
Total 3608:					45.00	45.00		
3690								
3690	CEDAR CORPORATION	99456	WATER TOWER RESTORATION	05/10/2019	188.00	.00		
3690	CEDAR CORPORATION	99459	WWTF OPERATIONS ASSISTAN	05/10/2019	270.00	.00		
3690	CEDAR CORPORATION	99460	WATER UTILITY CORROSION S	05/10/2019	304.50	.00		
Total 3690:					762.50	.00		
3951								
3951	WI STATE HYGIENE LABORATO	587387	WATER LEAD TESTING	05/10/2019	986.00	.00		
Total 3951:					986.00	.00		
4467								
4467	MUNICIPAL PROPERTY	2019A	PERSONAL PROPERTY INSUR	05/10/2019	16,783.00	.00		
4467	MUNICIPAL PROPERTY	2019A	PERSONAL PROPERTY INSUR	05/10/2019	4,386.00	.00		
Total 4467:					21,169.00	.00		
4659								
4659	CENTURYLINK	1465470430A	LONG DISTANCE CHARGES	05/10/2019	.08	.00		
4659	CENTURYLINK	1465470430A	LONG DISTANCE CHARGES	05/10/2019	.08	.00		
Total 4659:					.16	.00		
4880								
4880	BAYSIDE PRINTING, LLC	135049A	1ST QTR 2019 BILLING - INSE	05/10/2019	56.09	.00		
4880	BAYSIDE PRINTING, LLC	135049A	1ST QTR 2019 BILLING - INSE	05/10/2019	56.09	.00		
4880	BAYSIDE PRINTING, LLC	135265	1ST QTR 2019 BILLING - POSTA	05/10/2019	270.67	.00		
4880	BAYSIDE PRINTING, LLC	135265	1ST QTR 2019 BILLING - POSTA	05/10/2019	270.67	.00		
4880	BAYSIDE PRINTING, LLC	135265	1ST QTR 2019 BILLING - UTILIT	05/10/2019	136.14	.00		
4880	BAYSIDE PRINTING, LLC	135265	1ST QTR 2019 BILLING - UTILIT	05/10/2019	136.14	.00		
Total 4880:					925.80	.00		
4919								
4919	SVEUM, DON	2019	OVERPAYMENT - WATER BILL	05/10/2019	14.05	.00		
4919	SVEUM, DON	2019	OVERPAYMENT - WATER BILL	05/10/2019	10.41	.00		
Total 4919:					24.46	.00		
4920								
4920	STEINBACH, NICHOLAS	2019	REFUND OF UTILITY BILL OVE	05/10/2019	239.95	.00		
Total 4920:					239.95	.00		
Grand Totals:					55,007.75	175.69		

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
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GRAND TOTAL: \$55,007.75

UTILITY COMMISSION MEETING

Meeting Date: May 13, 2019

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.

Invoice Detail.Input Date = 05/10/2019

Customer:

3 8980.07 BANKRUPTCY
 300 N MAIN ST
 38980 608-712-5785

KATHLEEN DRIES
 300 N MAIN ST
 EDGERTON WI 53534

Account balance: 280.39
 Balance due: 04/20/2019 280.39
 Last payment: 10/25/2018 103.93-

Display Compare History Transactions Customer Services Location Meters Backflow Contracts Loans Certification Credit History Supplemental

	06/30/2019	03/31/2019	12/31/2018	12/11/2018	09/30/2018	06/30/2018	03/31/2018	12/31/2017	09/30/2016
WATER	.00	.00	.00	32.21	37.29	37.29	47.73	37.29	40.77
WATER usage	0	0	0	4	4	4	7	4	5
SEWER	.00	.00	.00	61.69	70.55	70.55	92.90	70.55	75.71
PUBLIC FIRE PROTECTION	.00	.00	.00	24.73	31.60	31.60	31.60	31.60	31.60
STORM WATER	.00	.00	.00	7.83	10.00	10.00	10.00	10.00	10.00
RECONNECT - WATER	.00	.00	.00	.00	.00	.00	.00	.00	.00
RECONNECT WATER	.00	.00	.00	.00	.00	.00	.00	.00	.00
PENALTY-WATER	.00	.00	2.07	.00	2.07	2.38	2.07	2.17	.75
PENALTY-SEWER	.00	.00	2.12	.00	2.12	2.79	2.12	2.34	.83
PENALTY-STORM WATER	.00	.00	.30	.00	.30	.30	.30	.30	.10
Total charges	.00	.00	4.49	126.46	153.93	154.91	186.72	154.25	159.76
Previous balance	280.39	280.39	275.90	253.37	249.44	302.23	239.62	514.28	55.88
Payments	.00	.00	.00	103.93-	150.00-	207.70-	124.11-	428.91-	57.56-
Adjustments	.00	.00	.00	.00	.00	.00	.00	.00	.00
	280.39	280.39	280.39	275.90	253.37	249.44	302.23	239.62	158.08

- Display
- Amounts
 - Usages
 - Payment detail
 - Adjustment detail
 - Summarize by
 - Detail
 - Service
 - Service category

Discharged 4/22/19
 Write OFF

EDGERTON W.W.T.P. REPORT

APRIL 2019

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. Took sludge samples for the sludge characteristics report as required by the DNR. It looks like we will be hauling sludge out at the end of May.
7. Drain and cleaned the mixing tanks in structure 40.
9. Cleaned effluent sampler and changed all the sample lines going to the effluent channel.
10. Hosed and cleaned out the grease build up in clarifier #2.
11. Hosed and cleaned out the effluent channel and the UV tank. We placed the UV lights back in the tank and started the system up as required by the DNR for the summer disinfection.
12. Blower #3 in the digester room is leaking oil we will have to call Crane Engineering to come in and look at it.
13. Paul from Xylem came and replaced the computer system at the Hospital lift station.

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

EDGERTON WATERWORKS

April Report 2019

1. Monthly samples were taken to the State Lab of Hygiene. All samples were safe.
2. Alarm and phone system are now working properly. The towers were also intentionally overflowed so that the transducers could be reset. This went well. We have had no issues since this problem was fixed.
3. A solenoid valve that controls the water flow to prelube pump #4 needed to be replaced. This meant not using #4 until a new one was installed. #4 is back in the rotation and working fine.
4. Valves were exercised.
5. Used the Vactor truck to suck sand out of several valve boxes.
6. The meter pit at Racetrack Park was sucked out and the meter was installed.
7. The 1" meters at the apartment buildings located at 110&116 York Rd. were replaced.
8. A 1" meter and a 3/4" meter were replaced at the Towne Edge Motel. We were waiting to do this until after their high water usage issue was resolved.
9. Some time was spent looking for the water service at the empty lot on W Hubert St. It was not found.
10. Hydrant painting was done.
11. Old hydrants and scrap metal was taken to the recycler.
12. The generator was not working properly. It was taken to Janesville to get repaired.
13. The curb stop valve at 208 First St. needed to be dug up and replaced. The homeowner had requested the water to be shut off for inside repairs. The top of the valve broke off when I tried to turn it. Should have only had one bowl of Wheaties for breakfast.
14. Locates were done.
15. Monthly DNR report was submitted.

Thomas A. Pennekamp/Operator-in-charge