

CITY OF EDGERTON
UTILITIES COMMISSION
EDGERTON CITY HALL
12 ALBION STREET

Monday, August 12, 2019 at 5:30 p.m.

1. Call to Order; Roll Call.
2. Confirmation of Meeting Notice on Friday, August 9, 2019.
3. Personal appearances for non-agenda items limited to 3 minutes.
4. Approve July 8, 2019 Utility Commission Minutes.
5. Approve overpayment refunds
6. Approve Vouchers Payable.
7. Discuss and Consider Billing Credit for 1006 Stoughton Rd, Deer Pen
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.

**JULY 10, 2019 UTILITY COMMISSION MEETING MINUTES
CITY OF EDGERTON**

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

Present: Debbie Olson, Jim Kapellen, Rick Petersen, Jannelle Frey, Denise Langan and Lawanna Schieldt.

Excused: Candy Davis

Others Present: Utility Director Randy Oren, Clerk/Treasurer Cindy Hegglund and Rita Fox

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

APPROVAL OF MINUTES: A Langan/Petersen motion to approve the June 8, 2019 Utility Commission meeting minutes passed, all voted in favor.

APPROVE VOUCHERS PAYABLE: A Kapellen/Olson motion to approve payment of the bills list in the amount of \$50,593.44 passed on a 6/0 roll call vote.

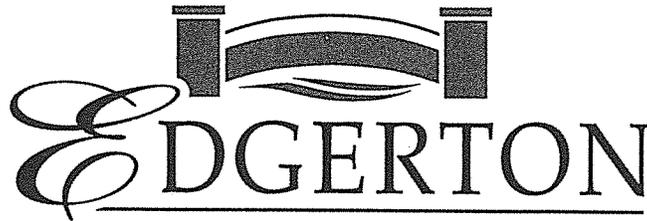
LEAK CREDIT AT 605 S MAIN ST: A Kapellen/Schildt motion to approve a leak credit for 605 S Main St for sewer only in the amount of \$50.00 passed on a 6/0 roll call vote.

AMENDMENT TO CROSS CONNECTION INSPECTION CONTRACT: The original contract included \$25 inspections not to exceed \$3,000. General Engineering requested the change to comply with clarified requirements set by the DNR.

A Langan/Frey motion to approve the amendment to the 2019 Cross Connection Inspection Contract to 50 inspections not to exceed \$5,750 passed on a 6/0 roll call vote.

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

Randy Oren/wjl
Utility Director



January 17, 2017

Connect to Endless Possibilities

BUSINESS • COMMUNITY • RECREATION

Kenneth or Kimberly Collins
1270 Nordahl Rd
Escondido, CA 92026

Dear Mr. or Mrs. Collins,

Our records show we still have a credit balance on the utility account at 315 Park Ln. As of today's date we have not received the paper work needed to issue a refund of this overpayment. I have included the refund request form that must be signed and returned to our office before we can issue the refund. If you have already sent this letter I apologize for duplicating the request. 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
Utility Billing Clerk
CITY OF EDGERTON

Please send me a refund check in the amount of \$256.47 for the overpayment at 315 Park Ln.
My current address is:

Kimberly Collins
Name

1270 Nordahl Rd.
Address

Address 2

Escondido CA
City State

92026
Zip

Report Criteria:

Detail report.
 Invoices with totals above \$0 included.
 Paid and unpaid invoices included.
 Invoice Detail.Input Date = 08/09/2019

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
21								
21	ALLIANT ENERGY	JUL 19 227005	227005 ELECTRIC CHARGES	08/09/2019	21.63	.00		
21	ALLIANT ENERGY	JUL 19 227005	227005 GAS CHARGES	08/09/2019	14.22	.00		
21	ALLIANT ENERGY	JUL 19 422906	422906 ELECTRIC CHARGES	08/09/2019	5,794.11	.00		
21	ALLIANT ENERGY	JUL 19 422906	422906 GAS CHARGES	08/09/2019	21.06	.00		
21	ALLIANT ENERGY	JUL 19 481500	481500 ELECTRIC CHARGES	08/09/2019	57.09	.00		
21	ALLIANT ENERGY	JUN 19 213303	213303 ELECTRIC CHARGES	08/09/2019	44.79	.00		
21	ALLIANT ENERGY	JUN 19 227005	227005 ELECTRIC CHARGES	08/09/2019	20.60	20.60	07/08/2019	
21	ALLIANT ENERGY	JUN 19 227005	227005 GAS CHARGES	08/09/2019	13.35	13.35	07/08/2019	
21	ALLIANT ENERGY	JUN 19 236416	236416 ELECTRIC CHARGES	08/09/2019	32.11	.00		
21	ALLIANT ENERGY	JUN 19 357770	357770 ELECTRIC CHARGES	08/09/2019	1,312.23	.00		
21	ALLIANT ENERGY	JUN 19 357770	357770 GAS CHARGES	08/09/2019	15.65	.00		
21	ALLIANT ENERGY	JUN 19 360963	360963 ELECTRIC CHARGES	08/09/2019	781.70	.00		
21	ALLIANT ENERGY	JUN 19 422906	422906 ELECTRIC CHARGES	08/09/2019	4,669.05	4,669.05	07/08/2019	
21	ALLIANT ENERGY	JUN 19 422906	422906 GAS CHARGES	08/09/2019	21.07	21.07	07/08/2019	
21	ALLIANT ENERGY	JUN 19 481500	481500 ELECTRIC CHARGES	08/09/2019	23.34	23.34	07/08/2019	
21	ALLIANT ENERGY	JUN 19 715243	715243 ELECTRIC CHARGES	08/09/2019	729.71	.00		
21	ALLIANT ENERGY	JUN 19 881653	881653 ELECTRIC CHARGES	08/09/2019	822.51	.00		
21	ALLIANT ENERGY	JUN 19 881653	881653 GAS CHARGES	08/09/2019	14.70	.00		
Total 21:					14,408.92	4,747.41		
37								
37	AMERICAN WATERWORKS ASS	7001700512	2019 MEMBERSHIP DUES	08/09/2019	371.00	.00		
Total 37:					371.00	.00		
109								
109	BRUCE MUNICIPAL EQUIP INC	8/28/18	SEWER CREDIT	08/09/2019	92.74-	.00		
Total 109:					92.74-	.00		
130								
130	US CELLULAR	0321138096	WWTP IPAD MONTHLY SERVIC	08/09/2019	22.50	.00		
130	US CELLULAR	0321138096	WATER DEPARTMENT CELL PH	08/09/2019	16.30	.00		
Total 130:					38.80	.00		
206								
206	DIGGERS HOTLINE INC	190652801	JUNE 19 LOCATE TICKETS	08/09/2019	135.32	.00		
206	DIGGERS HOTLINE INC	190652801	JUNE 19 LOCATE TICKETS	08/09/2019	135.32	.00		
Total 206:					270.64	.00		
259								
259	FASTENAL COMPANY	WIJAN208154	LATEX GLOVES - WWTP	08/09/2019	220.22	.00		
Total 259:					220.22	.00		
311								
311	FRONTIER COMMUNICATIONS	JULY 19 6531	608-884-6531 TELEPHONE CHA	08/09/2019	272.67	.00		

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
311	FRONTIER COMMUNICATIONS	JUN 19 2466	608-884-2466 TELEPHONE CHA	08/09/2019	50.41	.00		
311	FRONTIER COMMUNICATIONS	JUNE 19 3341	608-884-3341 TELEPHONE CHA	08/09/2019	87.22	.00		
311	FRONTIER COMMUNICATIONS	JUNE 19 3341	608-884-3341 TELEPHONE CHA	08/09/2019	87.21	.00		
Total 311:					497.51	.00		
334								
334	HYDRITE CHEMICAL COMPANY	02265656	FERRIC CHLORIDE	08/09/2019	8,019.00	.00		
Total 334:					8,019.00	.00		
435								
435	LYCON INC	0875996-IN	HAUL CHARGE, COARSE AGG	08/09/2019	3,289.82	.00		
Total 435:					3,289.82	.00		
490								
490	SECURIAN FINANCIAL GROUP,	AUGUST 2019	AUG 2019 LIFE INSURANCE	08/09/2019	67.85	67.85	07/16/2019	
490	SECURIAN FINANCIAL GROUP,	AUGUST 2019	AUG 2019 LIFE INSURANCE	08/09/2019	83.46	83.46	07/16/2019	
490	SECURIAN FINANCIAL GROUP,	SEPT 19	SEPTEMBER 2019 LIFE INSURA	08/09/2019	67.85	.00		
490	SECURIAN FINANCIAL GROUP,	SEPT 19	SEPTEMBER 2019 LIFE INSURA	08/09/2019	83.46	.00		
Total 490:					302.62	151.31		
600								
600	ROCK ENERGY COOPERATIVE	AUG 19 90363	90363001 DALLMAN TOWER	08/09/2019	23.46	23.46	07/16/2019	
600	ROCK ENERGY COOPERATIVE	JULY 19 90360	90363001 DALLMAN TOWER	08/09/2019	22.32	.00		
Total 600:					45.78	23.46		
747								
747	CORE & MAIN	K785077	CURB STOP REPAIR PARTS	08/09/2019	2,360.50	.00		
747	CORE & MAIN	K821068	COPPER TUBE - WATER DEPT	08/09/2019	265.80	.00		
747	CORE & MAIN	K945578	(16) 5/8" WATER METER	08/09/2019	2,035.28	.00		
Total 747:					4,661.58	.00		
779								
779	WI DEPT OF EMPLOYEE TRUST	SEPT 2019	SEPT 2019 HEALTH INSURANC	08/09/2019	3,099.09	.00		
779	WI DEPT OF EMPLOYEE TRUST	SEPT 2019	SEPT 2019 HEALTH INSURANC	08/09/2019	3,099.09	.00		
Total 779:					6,198.18	.00		
2023								
2023	USA BLUEBOOK	950585	CHART PENS/PAPER	08/09/2019	178.16	.00		
Total 2023:					178.16	.00		
2056								
2056	ROCK ROAD COMPANIES INC	303775A	HOT MIX ASPHALT - WATER BR	08/09/2019	440.90	.00		
Total 2056:					440.90	.00		
2433								
2433	AMAZON.COM LLC	8491438	VELCRO - SEWER DEPT	08/09/2019	16.89	.00		

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
Total 2433:					16.89	.00		
2624								
2624	MARK'S CHEMICAL LLC	13139	SODIUM HYPOCHLORITE	08/09/2019	789.00	.00		
Total 2624:					789.00	.00		
3518								
3518	BATTERIES PLUS LLC	8/6/19	6V LEAD	08/09/2019	13.95	.00		
Total 3518:					13.95	.00		
3557								
3557	DAVE'S MILTON ACE HARDWAR	7/2/19	SHIPPING OF SAMPLES - UPS	08/09/2019	36.00	.00		
3557	DAVE'S MILTON ACE HARDWAR	J76673	SHIPMENT OF SAMPLES	08/09/2019	45.98	.00		
3557	DAVE'S MILTON ACE HARDWAR	J80606	SHIPMENT OF SAMPLES	08/09/2019	30.55	.00		
Total 3557:					112.53	.00		
3690								
3690	CEDAR CORPORATION	100415	WATER TOWER RESTORATION	08/09/2019	1,120.00	.00		
3690	CEDAR CORPORATION	100419	WWTF OPERATIONS - DRYING	08/09/2019	839.00	.00		
Total 3690:					1,959.00	.00		
3752								
3752	FAMILY DOLLAR	4/2/19	COVERS - SAMPLE JARS	08/09/2019	2.50	.00		
3752	FAMILY DOLLAR	5/10/19	HAND SANITIZER/POST ITS - S	08/09/2019	11.55	.00		
Total 3752:					14.05	.00		
3951								
3951	WI STATE HYGIENE LABORATO	596869	SAMPLE TESTING	08/09/2019	30.00	.00		
3951	WI STATE HYGIENE LABORATO	600051	SAMPLE TESTING	08/09/2019	712.00	.00		
Total 3951:					742.00	.00		
4659								
4659	CENTURYLINK	1471607295A	LONG DISTANCE CHARGES	08/09/2019	.10	.00		
4659	CENTURYLINK	1471607295A	LONG DISTANCE CHARGES	08/09/2019	.10	.00		
Total 4659:					.20	.00		
4701								
4701	CW MOWERS	7/19/19	WHEEL/TIRE FOR MOWER - WA	08/09/2019	223.42	.00		
Total 4701:					223.42	.00		
4742								
4742	XYLEM WATER SOLUTIONS US	3556A54414	REPAIR HOSPITAL LIFT STATIO	08/09/2019	7,013.00	.00		
4742	XYLEM WATER SOLUTIONS US	3556A73444	REPAIR HOSPITAL LIFT STATIO	08/09/2019	1,692.00	.00		
Total 4742:					8,705.00	.00		
4880								
4880	BAYSIDE PRINTING, LLC	135594A	2ND QTR 2019 BILLING - INSER	08/09/2019	81.80	.00		

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
4880	BAYSIDE PRINTING, LLC	135594A	2ND QTR 2019 BILLING - INSE	08/09/2019	81.80	.00		
4880	BAYSIDE PRINTING, LLC	135744A	2ND QTR 2019 BILLING - UTILIT	08/09/2019	135.17	.00		
4880	BAYSIDE PRINTING, LLC	135744A	2ND QTR 2019 BILLING - UTILIT	08/09/2019	135.17	.00		
4880	BAYSIDE PRINTING, LLC	135744A	2ND QTR 2019 BILLING - POSTA	08/09/2019	270.75	.00		
4880	BAYSIDE PRINTING, LLC	135744A	2ND QTR 2019 BILLING - POSTA	08/09/2019	270.75	.00		
Total 4880:					975.44	.00		
4960								
4960	TAP PLASTICS	4/1/19	SAMPLE JARS	08/09/2019	29.48	.00		
Total 4960:					29.48	.00		
4961								
4961	STERLING COMMERCIAL ROOF	10799	REPAIR CURBS - WWTP	08/09/2019	779.00	.00		
Total 4961:					779.00	.00		
Grand Totals:					53,210.35	4,922.18		

GRAND TOTAL: \$53,210.35
 UTILITY COMMISSION MEETING

Meeting Date: August 12, 2019
 Vouchers Payable submitted By: Jenny Salvo, Administrative Assistant

James Kapellen (Chairperson)

Debbie Olson (Aldersperson)

Candy Davis (Aldersperson)

Report Criteria:

- Detail report.
- Invoices with totals above \$0 included.
- Paid and unpaid invoices included.
- Invoice Detail.Input Date = 08/09/2019

Location: 64040.01
 CITY OF EDGERTON-DEER PEN
 1006 STOUGHION RD #1
 12 ALBION ST
 100-55200-222
 EDGERTON WI 53534
 Account balance: 224.92
 Balance due: 07/20/2019 224.92
 Last payment: 07/22/2019 61.93-

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

	09/30/2019	06/30/2019	03/31/2019	12/31/2018	09/30/2018	06/30/2018	03/31/2018	12/31/2017	09/30/2017	06/30/2017	09/30/2016
WATER	.00	241.92	124.29	113.85	26	113.85	26	127.77	30	134.73	32
WATER usage	0	65	29	26	26	26	26	30	30	32	21
PUBLIC FIRE PROTECTION	.00	31.60	31.60	31.60	31.60	31.60	31.60	31.60	31.60	31.60	31.60
STORM WATER	.00	13.33	13.33	13.33	13.33	13.33	13.33	13.33	13.33	13.33	13.33
RECONNECT - WATER	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00
RECONNECT SEWER	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00
PENALTY-WATER	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00
PENALTY-SEWER	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00
PENALTY-STORM WATER	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00
Total charges	.00	286.85	169.22	158.78	158.78	158.78	172.70	172.70	179.66	179.66	155.30
Previous balance	286.85	169.22	158.78	158.78	172.70	179.66	155.30	158.78	162.26	179.66	162.26
Payments	61.93-	169.22-	158.78-	158.78-	172.70-	179.66-	155.30-	158.78-	162.26-	179.66-	162.26-
Adjustments	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00

Edgerton	224.92	286.85	169.22	158.78	158.78	172.70	179.66	155.30	158.78	162.26	141.38
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A- This account was estimated @ 29,000 gal. Billing Error Credit = 100.92
 For the first quarter bill. When the meter was read for the 2nd quarter bill, I forgot to subtract the usage that was manually billed. This account should only have been billed 36,000 gal for 2nd quarter.
 Bad due = 124.00

EDGERTON WATERWORKS

July Report 2019

1. Monthly samples were taken to the State Lab of Hygiene. All samples were safe.
2. Removed and replaced two old hydrants. They are located at 711 Dean St., and 144 Cherry St. Also landscaped both sites.
3. Handed out lead and copper sample bottles for the 7-1-19 to 12-31-19 time period. Only one bottle remains to be handed out. We have received some of the results back from the State Lab. See Randy for more details on the results.
4. Nitrate samples were taken at all three wells. No nitrates were detected.
5. The yearly disinfection byproducts test was also taken. We have not received the results of that test as of press time.
6. There was a water main break on Catlin St. This was repaired with a 6" repair band.
7. On 7-30 we shut off the power to the East Tower. The fill valve was also closed. On 7-31 we drained the tower. The company repainting the tower has started to move equipment in.
8. The chlorine pump at #4 needed a bit of routine maintenance. Working fine now.
9. Hydrants were painted.
10. A leak in the cemetery was fixed.
11. Mowing and weed control were done.
12. Locates were done.
13. Monthly DNR report was submitted.

Thomas A. Pennekamp/Operator-in-charge

EDGERTON W.W.T.P. REPORT

JULY 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. Mowed the grass at the plant and all sewer easements.
7. Preventative maintenance is being done on the collection system leading to the plant by jet-cleaning lines and root cutting if necessary.
9. Crane Engineering was here to look at the digester blower #3 oil leak. They pulled the blower and took it with them. They said it had to be rebuilt or replaced. Dave Sauer is looking into this for us. This blower was part of the new plant and does not have a lot of hours on it.
10. Sterling Roofing was back again to look at the roof leaks on building #20 and #40. Dave is working with them. This has been ongoing since the plant rebuild.
11. Called Paul from L.W. Allen to come and check the programing on the aeration blowers to see why they were all running at the same time and why the V.F.D. drives were not ramping up to top speed. The V.F.D drives would also go into a failed to run call. Paul went through the programing and reset the response time to the aeration valves and change the header pressure on the discharge side. The blowers have been running ok after this change.
12. Zach and I spent a lot of time on rebuilding the North-East sludge bed. The Birdseye sand has been replaced and it is ready to go when needed.

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