

CITY OF EDGERTON
UTILITIES COMMISSION
EDGERTON CITY HALL
12 ALBION STREET

Monday, July 09, 2018 at 5:30 p.m.

1. Call to Order; Roll Call.
2. Confirmation of Meeting Notice on Friday, July 6, 2018.
3. Personal appearances for non-agenda items limited to 3 minutes.
4. Approve June 11, 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.

**JUNE 11, 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, Janelle Frey, Denise Langan and Lawanna Schieldt.

Excused: Rick Petersen

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

Hegglund confirmed the meeting agenda was properly posted on Friday, June 8, 2018 at the Post Office, Edgerton Library, City Hall and the website.

APPROVAL OF MINUTES: A McIntyre/Schildt motion to approve the May 14, 2018 Utility Commission meeting minutes passed, all voted in favor.

OVERPAYMENT REIMBURSEMENT: A Davis/Langan motion to approve an over-payment reimbursement at 1081 Hain Rd in the amount of \$247.81 passed on a 6/0 roll call vote.

APPROVE VOUCHERS PAYABLE: A Kapellen/Davis motion to approve payment of the bills in the amount of \$44,209.80 passed on a 6/0 roll call vote.

2017 COMPLIANCE MAINTENANCE REPORT: A McIntyre/Davis motion to recommend to Council the approval of the 2017 Compliance Maintenance report passed, all voted in favor.

QUOTES FOR DIGESTOR RADAR UNIT: Oren reported this equipment was on one of the old digesters that was at the old plant. These radars tell the operators how much sludge is in the tank. This unit failed and needs to be replaced.

A Davis/Schildt motion to approve the quote from LW Allen for a sludge storage tank radar unit in the amount of \$2,945.87 passed on a 6/0 roll call vote.

Being no other business before the Commission, a Davis/Frey 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.
 Invoice Detail.GL Account = "60111000"."60280935340"
 [Report].Invoice Date = 07/06/2018
 [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	JUN 18 422906	422906 ELECTRIC CHARGES	07/06/2018	4,426.18	.00		
21	ALLIANT ENERGY	JUN 18 422906	422906 GAS CHARGES	07/06/2018	23.50	.00		
21	ALLIANT ENERGY	MAY 18 21330	213303 ELECTRIC CHARGES	07/06/2018	10.76	.00		
21	ALLIANT ENERGY	MAY 18 35777	357770 ELECTRIC CHARGES	07/06/2018	1,161.56	.00		
21	ALLIANT ENERGY	MAY 18 35777	357770 GAS CHARGES	07/06/2018	13.75	.00		
21	ALLIANT ENERGY	MAY 18 36096	360963 ELECTRIC CHARGES	07/06/2018	811.90	.00		
21	ALLIANT ENERGY	MAY 18 37005	370054 ELECTRIC CHARGES	07/06/2018	38.34	.00		
21	ALLIANT ENERGY	MAY 18 37005	370054 GAS CHARGES	07/06/2018	1.42	.00		
21	ALLIANT ENERGY	MAY 18 42290	422906 ELECTRIC CHARGES	07/06/2018	3,426.16	.00		
21	ALLIANT ENERGY	MAY 18 42290	422906 GAS CHARGES	07/06/2018	15.14	.00		
21	ALLIANT ENERGY	MAY 18 71524	715243 ELECTRIC CHARGES	07/06/2018	768.30	.00		
21	ALLIANT ENERGY	MAY 18 88165	881653 ELECTRIC CHARGES	07/06/2018	869.27	.00		
21	ALLIANT ENERGY	MAY 18 88165	881653 GAS CHARGES	07/06/2018	2.84	.00		
Total 21:					11,569.12	.00		
130								
130	US CELLULAR	0249940955	WWTP IPAD MONTHLY SERVIC	07/06/2018	22.50	.00		
130	US CELLULAR	0249940955	WATER DEPARTMENT CELL PH	07/06/2018	15.99	.00		
Total 130:					38.49	.00		
194								
194	DEEGAN'S HARDWARE INC	APRIL 2018A	SEWER DEPT CHARGES	07/06/2018	30.07	.00		
194	DEEGAN'S HARDWARE INC	APRIL 2018A	APRIL 2018 - WATER DEPT CHA	07/06/2018	7.79	.00		
194	DEEGAN'S HARDWARE INC	APRIL 2018A	APRIL 2018 - WATER DEPT CHA	07/06/2018	3.79	.00		
194	DEEGAN'S HARDWARE INC	APRIL 2018A	APRIL 2018 - WATER DEPT CHA	07/06/2018	11.97	.00		
Total 194:					53.62	.00		
206								
206	DIGGERS HOTLINE INC	JUNE 2018	JUNE 18 LOCATE TICKETS	07/06/2018	94.53	.00		
206	DIGGERS HOTLINE INC	JUNE 2018	JUNE 18 LOCATE TICKETS	07/06/2018	94.52	.00		
Total 206:					189.05	.00		
222								
222	EDGERTON ELECTRIC	5640	REPAIR DEHUMIDIFER - WWTP	07/06/2018	229.75	.00		
Total 222:					229.75	.00		
230								
230	EDGERTON POSTMASTER	2ND QTR 18A	2ND QTR 2018 UTILITY BILLS P	07/06/2018	310.20	310.20	06/29/2018	
230	EDGERTON POSTMASTER	2ND QTR 18A	2ND QTR 2018 UTILITY BILLS P	07/06/2018	310.20	310.20	06/29/2018	
Total 230:					620.40	620.40		

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
231								
231	EDGERTON REPORTER CO IN	27279	FLUSHING HYDRANTS NOTICE	07/06/2018	9.66	.00		
231	EDGERTON REPORTER CO IN	27340	FLUSHING HYDRANTS NOTICE	07/06/2018	5.68	.00		
Total 231:					15.34	.00		
311								
311	FRONTIER COMMUNICATIONS	MAY 18 1968	608-884-1968 TELEPHONE CHA	07/06/2018	21.64	.00		
311	FRONTIER COMMUNICATIONS	MAY 18 6531	608-884-6531 TELEPHONE CHA	07/06/2018	260.06	.00		
311	FRONTIER COMMUNICATIONS	MAY 2018 246	608-884-2466 TELEPHONE CHA	07/06/2018	47.37	.00		
311	FRONTIER COMMUNICATIONS	MAY 2018 724	262-002-7243 TELEPHONE CHA	07/06/2018	62.90	.00		
311	FRONTIER COMMUNICATIONS	MAY 2018 724	262-002-7247 TELEPHONE CHA	07/06/2018	30.60	.00		
311	FRONTIER COMMUNICATIONS	MAY 2018 833	608-884-8331 TELEPHONE CHA	07/06/2018	64.96	.00		
Total 311:					487.53	.00		
410								
410	RICOH AMERICAS CORPORATI	30072752	COPIER	07/06/2018	42.45	.00		
Total 410:					42.45	.00		
561								
561	PITNEY BOWES GLOBAL FINAN	3306255253	LEASE PERIOD 3/30/18-6/29/18	07/06/2018	2.57	.00		
561	PITNEY BOWES GLOBAL FINAN	3306255253	LEASE PERIOD 3/30/18-6/29/18	07/06/2018	2.57	.00		
Total 561:					5.14	.00		
600								
600	ROCK ENERGY COOPERATIVE	MAY 18 90363	90363001 DALLMAN TOWER	07/06/2018	24.29	24.29	06/19/2018	
Total 600:					24.29	24.29		
731								
731	BAKER TILLY VIRCHOW KRAUS	BT1276127A	SERVICES 12/31/17 FINANCIAL	07/06/2018	950.00	.00		
731	BAKER TILLY VIRCHOW KRAUS	BT1276127A	SERVICES 12/31/17 FINANCIAL	07/06/2018	950.00	.00		
731	BAKER TILLY VIRCHOW KRAUS	BT1276127A	SERVICES 12/31/17 SINGLE FI	07/06/2018	1,475.00	.00		
Total 731:					3,375.00	.00		
747								
747	CORE & MAIN	1847246	(8) 3/4" WATER METER	07/06/2018	1,212.13	.00		
747	CORE & MAIN	1847264	(8) 5/8" WATER METER	07/06/2018	1,091.88	.00		
Total 747:					2,304.01	.00		
779								
779	WI DEPT OF EMPLOYEE TRUST	AUGUST 2018	AUGUST 2018 HEALTH INSURA	07/06/2018	3,314.29	.00		
779	WI DEPT OF EMPLOYEE TRUST	AUGUST 2018	AUGUST 2018 HEALTH INSURA	07/06/2018	3,314.29	.00		
Total 779:					6,628.58	.00		
812								
812	TESTAMERICA LABORATORIES	50172539	WASTEWATER ANALYSIS	07/06/2018	1,500.45	.00		
Total 812:					1,500.45	.00		

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
866								
866	STEVE'S 51 REPAIR	14517	REPAIR DRIVESHAFT - TRUCK	07/06/2018	238.00	.00		
Total 866:					238.00	.00		
934								
934	STAPLES CREDIT PLAN	7199020191	COPY PAPER/NEWSLETTER PA	07/06/2018	24.16	.00		
934	STAPLES CREDIT PLAN	7199020191	COPY PAPER/NEWSLETTER PA	07/06/2018	24.15	.00		
934	STAPLES CREDIT PLAN	7199374095	TONER CARTRIDGE - WWTP	07/06/2018	82.95	.00		
Total 934:					131.26	.00		
2190								
2190	CITY OF EDGERTON	2ND QTR 18 2	2ND QTR 2018 UTILITY BILL	07/06/2018	4,411.11	.00		
2190	CITY OF EDGERTON	2ND QTR 18 2	2ND QTR 2018 UTILITY BILL	07/06/2018	2,849.48	.00		
2190	CITY OF EDGERTON	2ND QTR 18 2	2ND QTR 2018 UTILITY BILL	07/06/2018	538.99	.00		
2190	CITY OF EDGERTON	2ND QTR 18 5	2ND QTR 2018 UTILITY BILL	07/06/2018	15.20	.00		
2190	CITY OF EDGERTON	2ND QTR 18 5	2ND QTR 2018 UTILITY BILL	07/06/2018	6.00	.00		
2190	CITY OF EDGERTON	2ND QTR 18 5	2ND QTR 2018 UTILITY BILL	07/06/2018	3.30	.00		
2190	CITY OF EDGERTON	2ND QTR 18 5	2ND QTR 2018 UTILITY BILL	07/06/2018	8.30	.00		
2190	CITY OF EDGERTON	2ND QTR 18A	2ND QTR 2018 UTILITY BILL	07/06/2018	91.70	.00		
2190	CITY OF EDGERTON	2ND QTR 5003	2ND QTR 2018 UTILITY BILL	07/06/2018	6.50	.00		
Total 2190:					7,930.58	.00		
2433								
2433	AMAZON.COM LLC	6112266	PHONE CASE - WATER DEPT	07/06/2018	18.95	.00		
Total 2433:					18.95	.00		
2887								
2887	DELTA DENTAL OF WISCONSIN	JULY 2018B	JULY 2018 DENTAL INSURANC	07/06/2018	251.18	.00		
2887	DELTA DENTAL OF WISCONSIN	JULY 2018B	JULY 2018 DENTAL INSURANC	07/06/2018	251.18	.00		
Total 2887:					502.36	.00		
3175								
3175	MOTOR PARTS & EXHAUST LL	JUNE 2018A	PARTS - WWTP	07/06/2018	53.29	.00		
3175	MOTOR PARTS & EXHAUST LL	JUNE 2018A	WATER DEPT TRUCK PARTS	07/06/2018	62.93	.00		
3175	MOTOR PARTS & EXHAUST LL	JUNE 2018A	WACTOR REPAIR PART	07/06/2018	4.07	.00		
Total 3175:					120.29	.00		
3404								
3404	BURNS FULL SERVICE LLC	JUNE 2018	JUNE 2018 GAS/DIESEL CHARG	07/06/2018	332.70	.00		
3404	BURNS FULL SERVICE LLC	JUNE 2018	JUNE 2018 GAS/DIESEL CHARG	07/06/2018	304.50	.00		
3404	BURNS FULL SERVICE LLC	MAY 2018A	MAY 2018 GAS/DIESEL CHARG	07/06/2018	24.00	24.00	06/25/2018	
3404	BURNS FULL SERVICE LLC	MAY 2018A	MISC CHARGES - SEWER	07/06/2018	11.74	11.74	06/25/2018	
3404	BURNS FULL SERVICE LLC	MAY 2018A	MAY 2018 GAS/DIESEL CHARG	07/06/2018	144.50	144.50	06/25/2018	
3404	BURNS FULL SERVICE LLC	MAY 2018A	MAY 2018 GAS/DIESEL CHARG	07/06/2018	401.00	401.00	06/25/2018	
Total 3404:					1,218.44	581.24		
3534								
3534	CHARTER COMMUNICATIONS	JUNE 2018	WATER DEPARTMENT INTERN	07/06/2018	27.49	.00		

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
Total 3534:					27.49	.00		
3557								
3557	DAVE'S MILTON ACE HARDWA	5/24/18	SHIPPING OF SAMPLES - UPS	07/06/2018	25.40	.00		
3557	DAVE'S MILTON ACE HARDWA	164261	SHIPPING OF SAMPLES - UPS	07/06/2018	33.32	.00		
Total 3557:					58.72	.00		
4464								
4464	HONEY WAGON SERVICES, IN	74446	PUMP OUT UV TANK - WWTP	07/06/2018	150.00	.00		
Total 4464:					150.00	.00		
4659								
4659	CENTURYLINK	1442556241A	LONG DISTANCE CHARGES	07/06/2018	.08	.00		
4659	CENTURYLINK	1442556241A	LONG DISTANCE CHARGES	07/06/2018	.13	.00		
Total 4659:					.21	.00		
4701								
4701	CW MOWERS	967689	BLADES FOR MOWER - WWTP	07/06/2018	47.73	.00		
Total 4701:					47.73	.00		
Grand Totals:					37,527.25	1,225.93		

GRAND TOTAL: \$37,527.25
 UTILITY COMMISSION MEETING

Meeting Date: July 9, 2018
 Vouchers Payable submitted By: Jenny Salvo, Administrative Assistant

 James Kapellen (Chairperson)

 Matt McIntyre (Aldersperson)

 Candy Davis (Aldersperson)

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
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Report Criteria:

Detail report.

Invoices with totals above \$0 included.

Paid and unpaid invoices included.

Invoice Detail.GL Account = "60111000"-60280935340"

[Report].Invoice Date = 07/06/2018

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

EDGERTON WATERWORKS

June Report 2018

1. Monthly samples were taken to the State Lab of Hygiene. All samples were safe.
2. Quarterly meter reading was done.
3. Repaired a leaking valve on the service line that supplies water to Central Lutheran Church.
4. Fixed a leaking valve on the service line at 115 Albion St. A tree had to be taken down to make this repair. The stump was then ground to give us some room to dig.
5. Repaired a broken valve on the service line at 20 Broadway St.
6. Mowing and weed control was done when weather allowed.
7. Locates were done.
8. New meters were reprogrammed.
9. Changed oil in the pickup truck and the van.
10. Monthly DNR report was submitted.

Thomas A. Pennekamp/Operator-in-charge

EDGERTON W.W.T.P. REPORT

JUNE 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. Preventative maintenance is being done on the collection system leading to the plant by jet-cleaning lines and root cutting if necessary.
7. Mowed the grass at the plant and sewer easements.
9. The DO Probe in aeration tank #2 failed. I had L.W. Allen in to look at it. They took the probe out and sent it back to the company to see if it can be repaired.
10. WE have had a lot of trouble at the Hospital lift station. It now appears that the computer board has failed. On top of that the float backup system has also failed. We are working with the people from Flygt to get the best solution going forward to fix the lift station. The float system will be repaired, then we will have to have talks about an upgrade to the computer board.
11. Blower #3 in building 30 has been repaired and back in service. L.W. Allen found a dead short in the wiring going to one of the sending units. I have talked to Randy and Dave and this repair may fall under the Electrical Warranty.
12. The quarterly maintenance was done at the plant.
13. Changed oil and filters to both motors on the vac-truck.
14. We had to pull pump #1 out at the Hospital Lift Station it would not run. We found a towel stuck in the bottom of the pump and had to cut it out to free up the pump, to get the pump to turn. We got the towel pulled out of the pump and it is back in service.

Thank-You

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