

CITY OF EDGERTON
UTILITIES COMMISSION
EDGERTON CITY HALL
12 ALBION STREET

Monday, September 14, 2020 at 5:30 p.m.

1. Call to Order; Roll Call.
2. Confirmation of Meeting Notice on Friday, September 11, 2020
3. Personal appearances for non-agenda items limited to 3 minutes.
4. Approve August 10, 2020 Utility Commission Minutes.
5. Approve Vouchers Payable.
6. Discuss WDNR lead water service lateral replacement grant application.
7. Operator's Reports.
8. Director's Report.
9. Administrative Report.
10. 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.

**AUGUST 10, 2020 UTILITY COMMISSION MEETING MINUTES
CITY OF EDGERTON**

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

Present: Anne Radtke (remote), Candy Davis, Jim Kapellen, Lawanna Schieldt and Denise Langan

Absent: Janelle Frey (Excused) and Rick Petersen

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

Hegglund confirmed the meeting agenda was properly posted on Friday, August 7, 2020 at the Post Office, Edgerton Library, City Hall and the city's website.

APPROVAL OF MINUTES: A Denise Langan/Lawanna Schieldt motion to approve the July 13, 2020 Utility Commission meeting minutes passed on a 6/0 roll call vote.

APPROVE OVERPAYMENT: A Denise Langan/Candy Davis motion to approve the overpayment refund for 1015 N main St in the amount of \$328.40 passed on a 6/0 roll call vote.

APPROVE VOUCHERS PAYABLE: A Jim Kapellen/Candy Davis motion to approve payment of the bills list in the amount of \$27,228.24 passed on a 6/0 roll call vote.

LEAK CREDIT FOR 815 W FULTON ST: Corey Steen, owner of 815 W Fulton St stated in March he noticed his hose was leaking at the end. He replaced the end of the hose. The next month the hose split and was running at full pressure.

A Jim Kapellen/Denise Langan motion to approve a leak credit for 815 W Fulton St in the amount of \$600.00 for sewer only passed on a 6/0 roll call vote.

2021 WATER AND SEWER FORECAST: Staff provided the Commission with the 5-year forecast for the water and sewer utility. This forecast presented proposed capital improvements for the next 5 years. The Commission was provided with the 3 different scenarios for the water utility and 2 scenarios for the sewer utility. The scenarios indicated the impact on the available cash with and without rate increases and borrowings.

2021 WATER/SEWER RATE INCREASE: A Jim Kapellen/Lawanna Schieldt motion to recommend to Council a 3% water and sewer rate increase passed on a 6/0 roll vote.

Being no other business before the Commission, a Candy Davis/Lawanna Schieldt 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.Input Date = 09/11/2020
 Invoice.Batch = "ACH","JS","CC"

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
21								
21	ALLIANT ENERGY	JUL 20 213303	213303 ELECTRIC CHARGES	09/11/2020	43.26	.00		
21	ALLIANT ENERGY	JUL 20 227005	227005 ELECTRIC CHARGES	09/11/2020	25.97	.00		
21	ALLIANT ENERGY	JUL 20 227005	227005 GAS CHARGES	09/11/2020	14.70	.00		
21	ALLIANT ENERGY	JUL 20 236416	236416 ELECTRIC CHARGES	09/11/2020	30.47	.00		
21	ALLIANT ENERGY	JUL 20 357770	357770 ELECTRIC CHARGES	09/11/2020	1,406.80	.00		
21	ALLIANT ENERGY	JUL 20 357770	357770 GAS CHARGES	09/11/2020	14.70	.00		
21	ALLIANT ENERGY	JUL 20 360963	360963 ELECTRIC CHARGES	09/11/2020	366.14	.00		
21	ALLIANT ENERGY	JUL 20 370054	370054 ELECTRIC/GAS CHARG	09/11/2020	48.12	.00		
21	ALLIANT ENERGY	JUL 20 422906	422906 ELECTRIC CHARGES	09/11/2020	4,326.04	.00		
21	ALLIANT ENERGY	JUL 20 422906	422906 GAS CHARGES	09/11/2020	21.82	.00		
21	ALLIANT ENERGY	JUL 20 48150	481500 ELECTRIC CHARGES	09/11/2020	59.42	.00		
21	ALLIANT ENERGY	JUL 20 715243	715243 ELECTRIC CHARGES	09/11/2020	1,101.42	.00		
21	ALLIANT ENERGY	JUL 20 881653	881653 ELECTRIC CHARGES	09/11/2020	516.02	.00		
21	ALLIANT ENERGY	JUL 20 881653	881653 GAS CHARGES	09/11/2020	14.70	.00		
21	ALLIANT ENERGY	JUN 20 370054	370054 ELECTRIC/GAS CHARG	09/11/2020	58.98	.00		
Total 21:					8,048.56	.00		
118								
118	C & M PRINTING INC	69700A	LETTERHEAD	09/11/2020	58.50	.00		
118	C & M PRINTING INC	69700A	LETTERHEAD	09/11/2020	58.50	.00		
Total 118:					117.00	.00		
130								
130	US CELLULAR	0385360827A	SEWER DEPT CELL PHONE	09/11/2020	.25	.00		
130	US CELLULAR	0385360827A	WWTP IPAD MONTHLY SERVIC	09/11/2020	22.50	.00		
130	US CELLULAR	0385360827A	WATER DEPT/UTILITY CELL PH	09/11/2020	13.45	.00		
Total 130:					36.20	.00		
194								
194	DEEGAN'S HARDWARE INC	JULY 20A	JULY 20 - PARTS - PLANT	09/11/2020	66.90	.00		
194	DEEGAN'S HARDWARE INC	JULY 20A	JULY 20 - SEWER PLANT CHAR	09/11/2020	42.35	.00		
Total 194:					109.25	.00		
206								
206	DIGGERS HOTLINE INC	200752801	JUL 20 LOCATE TICKETS	09/11/2020	117.41	.00		
206	DIGGERS HOTLINE INC	200752801	JUL 20 LOCATE TICKETS	09/11/2020	117.41	.00		
Total 206:					234.82	.00		
311								
311	FRONTIER COMMUNICATIONS	JULY 2020A	608-884-3341 TELEPHONE CHA	09/11/2020	93.56	.00		
311	FRONTIER COMMUNICATIONS	JULY 2020A	608-884-3341 TELEPHONE CHA	09/11/2020	93.57	.00		
311	FRONTIER COMMUNICATIONS	JULY 2020A	608-884-8331 TELEPHONE CHA	09/11/2020	71.71	.00		
311	FRONTIER COMMUNICATIONS	JULY 2020A	608-884-6531 TELEPHONE CHA	09/11/2020	285.29	.00		
311	FRONTIER COMMUNICATIONS	JULY 2020A	608-884-1968 TELEPHONE CHA	09/11/2020	24.75	.00		

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
311	FRONTIER COMMUNICATIONS	JULY 2020A	262-002-7247 TELEPHONE CHA	09/11/2020	32.28	.00		
311	FRONTIER COMMUNICATIONS	JULY 2020A	262-002-7243 TELEPHONE CHA	09/11/2020	66.36	.00		
311	FRONTIER COMMUNICATIONS	JULY 2020A	608-884-2466 TELEPHONE CHA	09/11/2020	54.15	.00		
311	FRONTIER COMMUNICATIONS	SEPT 20	608-884-2466 TELEPHONE CHA	09/11/2020	54.15	.00		
311	FRONTIER COMMUNICATIONS	SEPT 20	608-884-3341 TELEPHONE CHA	09/11/2020	93.56	.00		
311	FRONTIER COMMUNICATIONS	SEPT 20	608-884-3341 TELEPHONE CHA	09/11/2020	93.57	.00		
311	FRONTIER COMMUNICATIONS	SEPT 20	608-884-8331 TELEPHONE CHA	09/11/2020	71.06	.00		
311	FRONTIER COMMUNICATIONS	SEPT 20	608-884-6531 TELEPHONE CHA	09/11/2020	285.09	.00		
311	FRONTIER COMMUNICATIONS	SEPT 20	608-884-1968 TELEPHONE CHA	09/11/2020	24.75	.00		
311	FRONTIER COMMUNICATIONS	SEPT 20	262-002-7247 TELEPHONE CHA	09/11/2020	32.28	.00		
311	FRONTIER COMMUNICATIONS	SEPT 20	262-002-7243 TELEPHONE CHA	09/11/2020	66.36	.00		
Total 311:					1,442.49	.00		
406								
406	LW ALLEN LLC	103860	INSTALL NEW FUSE - TRANSFO	09/11/2020	203.62	.00		
Total 406:					203.62	.00		
435								
435	LYCON INC	0905432-IN	GRAVEL FOR SEWER DEPT	09/11/2020	1,820.85	.00		
Total 435:					1,820.85	.00		
490								
490	SECURIAN FINANCIAL GROUP,	OCT 20A	OCTOBER 2020 LIFE INSURAN	09/11/2020	71.20	.00		
490	SECURIAN FINANCIAL GROUP,	OCT 20A	OCTOBER 2020 LIFE INSURAN	09/11/2020	88.37	.00		
Total 490:					159.57	.00		
514								
514	NELSON-YOUNG LUMBER CO	85289	WOOD -WATER DEPT	09/11/2020	21.00	.00		
514	NELSON-YOUNG LUMBER CO	AUG 20	SIGN MATERIALS - WWTP	09/11/2020	180.44	.00		
Total 514:					201.44	.00		
561								
561	PITNEY BOWES GLOBAL FINAN	3311917197A	LEASE PERIOD 6/30/20-9/29/20	09/11/2020	2.59	.00		
561	PITNEY BOWES GLOBAL FINAN	3311917197A	LEASE PERIOD 6/30/20-9/29/20	09/11/2020	2.58	.00		
Total 561:					5.17	.00		
600								
600	ROCK ENERGY COOPERATIVE	AUG 20 90363	90363001 DALLMAN TOWER	09/11/2020	2.17	.00		
Total 600:					2.17	.00		
747								
747	CORE & MAIN	M605271	TOUCHPAD (25)	09/11/2020	269.44	.00		
747	CORE & MAIN	M605331	PARTS - WATER MAINS	09/11/2020	352.77	.00		
747	CORE & MAIN	M637302	(8) 5/8" WATER METER	09/11/2020	1,063.83	.00		
747	CORE & MAIN	M677086	WATER METER ADAPTOR	09/11/2020	290.00	.00		
747	CORE & MAIN	M712243	(8) 5/8" WATER METER	09/11/2020	1,175.74	.00		
747	CORE & MAIN	M756099	VALVE BOX/ASSEMBLIES - MAI	09/11/2020	688.93	.00		
Total 747:					3,840.71	.00		

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
779								
779	WI DEPT OF EMPLOYEE TRUST	OCT 2020	OCTOBER 20 HEALTH INSURAN	09/11/2020	3,310.62	.00		
779	WI DEPT OF EMPLOYEE TRUST	OCT 2020	OCTOBER 20 HEALTH INSURAN	09/11/2020	3,310.62	.00		
Total 779:					6,621.24	.00		
784								
784	WI DEPT OF NATURAL RESOUR	2020-PENNEK	RENEWAL WATER CERTIFICATI	09/11/2020	45.00	45.00	08/31/2020	
Total 784:					45.00	45.00		
812								
812	TESTAMERICA LABORATORIES	5000028751	SLUDGE ANALYSIS	09/11/2020	520.80	.00		
812	TESTAMERICA LABORATORIES	5000029851	WASTEWATER ANALYSIS	09/11/2020	504.00	.00		
Total 812:					1,024.80	.00		
2013								
2013	POMP'S TIRE SERVICE INC	80219243	(4) TIRES - TRUCK #6	09/11/2020	2,891.94	.00		
Total 2013:					2,891.94	.00		
2023								
2023	USA BLUEBOOK	341126	HYDRANT WRENCH - WATER D	09/11/2020	45.95	.00		
Total 2023:					45.95	.00		
2056								
2056	ROCK ROAD COMPANIES INC	306743	HOT MIX ASPHALT - WATER MA	09/11/2020	1,013.29	.00		
Total 2056:					1,013.29	.00		
2209								
2209	BAER INSURANCE SERVICES L	3622	2020 WORKERS COMPENSATIO	09/11/2020	1,114.07	.00		
2209	BAER INSURANCE SERVICES L	3622	2020 WORKERS COMPENSATIO	09/11/2020	1,592.47	.00		
2209	BAER INSURANCE SERVICES L	3622	2020 LIABILITY INSURANCE	09/11/2020	3,379.00	.00		
2209	BAER INSURANCE SERVICES L	3622	2020 LIABILITY INSURANCE	09/11/2020	920.75	.00		
2209	BAER INSURANCE SERVICES L	3622	2020 AUTO LIABILITY INSURAN	09/11/2020	492.35	.00		
2209	BAER INSURANCE SERVICES L	3622	2020 AUTO LIABILITY INSURAN	09/11/2020	492.35	.00		
Total 2209:					7,990.99	.00		
2887								
2887	DELTA DENTAL OF WISCONSIN	SEPT 2020	SEPT 20 DENTAL INSURANCE	09/11/2020	251.19	.00		
2887	DELTA DENTAL OF WISCONSIN	SEPT 2020	SEPT 20 DENTAL INSURANCE	09/11/2020	251.19	.00		
Total 2887:					502.38	.00		
3161								
3161	MENARDS	8/19/20	WEED KILLER/LANDSCAPE FAB	09/11/2020	367.27	.00		
3161	MENARDS	8/25/20	WALL CAP/PILLAR BLOCK - SE	09/11/2020	260.66	.00		
3161	MENARDS	9/1/20	SIGN POST CAPS - WWTP SIGN	09/11/2020	27.78	.00		
Total 3161:					655.71	.00		
3404								
3404	BURNS FULL SERVICE LLC	AUG 20A	AUG 2020 GAS/DIESEL CHARG	09/11/2020	156.91	.00		

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
3404	BURNS FULL SERVICE LLC	AUG 20A	AUG 2020 GAS/DIESEL CHARG	09/11/2020	230.33	.00		
Total 3404:					387.24	.00		
3534								
3534	CHARTER COMMUNICATIONS	000011508012	WATER DEPARTMENT INTERNE	09/11/2020	32.49	.00		
Total 3534:					32.49	.00		
3557								
3557	DAVE'S MILTON ACE HARDWAR	8/17/20	DISTILLED WATER/SHIPPING O	09/11/2020	37.07	.00		
3557	DAVE'S MILTON ACE HARDWAR	9/3/20	SHIPMENT OF SAMPLES	09/11/2020	37.07	.00		
Total 3557:					74.14	.00		
3752								
3752	FAMILY DOLLAR	9/1/20	SWIFFER DUSTER - WWTP	09/11/2020	4.75	.00		
Total 3752:					4.75	.00		
4414								
4414	SUMMIT SAFETY LLC	1540096A	FIRE EXTINGUISHER UPDATES	09/11/2020	38.25	.00		
Total 4414:					38.25	.00		
4659								
4659	CENTURYLINK	150377156	LONG DISTANCE CHARGES	09/11/2020	.12	.00		
4659	CENTURYLINK	150377156	LONG DISTANCE CHARGES	09/11/2020	.12	.00		
4659	CENTURYLINK	88215064A	LONG DISTANCE CHARGES	09/11/2020	.24	.00		
4659	CENTURYLINK	88215064A	LONG DISTANCE CHARGES	09/11/2020	.24	.00		
Total 4659:					.72	.00		
4742								
4742	XYLEM WATER SOLUTIONS US	3556A22500A	INSTALL FLOATS - LIFT STATIO	09/11/2020	1,426.00	.00		
Total 4742:					1,426.00	.00		
5101								
5101	JOHNSON TRACTOR INC	IJ50525	BLADES - SEWER DEPT MOWE	09/11/2020	68.11	.00		
Total 5101:					68.11	.00		
5106								
5106	MORRAINE PARK TECHNICAL C	2020	FALL CLASS - DISTRIBUTION	09/11/2020	164.81	.00		
Total 5106:					164.81	.00		
5107								
5107	MCCROMETER	541283 RI	METERHEAD 6"	09/11/2020	2,402.10	.00		
Total 5107:					2,402.10	.00		
Grand Totals:					41,611.76	45.00		

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
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GRAND TOTAL: \$41,611.76

Meeting Date: September 14, 2020
Vouchers Payable submitted By: Jenny Salvo, Administrative Assistant

James Kapellen (Chairperson)

Anne Radtke (Aldersperson)

Candy Davis (Aldersperson)

Report Criteria:

Detail report.
Invoices with totals above \$0 included.
Paid and unpaid invoices included.
Invoice Detail.Input Date = 09/11/2020
Invoice.Batch = "ACH","JS","CC"

Memo

To: Utilities Commission
From: Staff
Date: 9/10/2020
Re: Lead Service Lateral Replacement Grant Program

The DNR has \$63.8 million in grant funds available to fund the replacement of private lead water laterals. (Private laterals are the water laterals from the water shut off in the terrace to the meter in the house.) This funding is “one time money” meaning there is no guarantee that more funding will be added to the program once the funds run out. A municipality can request funding for the amount it can spend on lateral replacement in one construction season. A very preliminary estimate is that we could request funding for the replacement of about 90 laterals in one year. We estimate that we have 787 lead or galvanized private laterals in the system.

The following types of properties are eligible: residential including multifamily; mixed use buildings that contain a residential unit; schools, and daycares.

Program funds can only be used on private laterals where the public side of the lateral is not lead or galvanized. This program will only pay to replace a portion of the laterals in our system so these replacements will not eliminate the need for us to treat our water to reduce the corrosive qualities of our water that release lead from lead laterals.

Policy Questions:

- Should the City apply for funding to pay for lead service lateral replacement knowing that we will still have to treat our water to reduce lead and knowing that it is highly unlikely that we will be able to provide grant funding to all residents having lead laterals?
- If we proceed with an application to the program, will we offer 100% grant funds or will we require a contribution from the land owner? Staff recommends we provide 100% grant funding to encourage participation.
- Should owners of rental properties be eligible? Staff recommends owners of owner occupied units only be allowed to apply since owners of income producing properties (rentals) should pay for improvements that make their units more marketable. If there are not enough applications from owners of owner occupied units, this policy could be broadened.
- If we have more interest in the program than we have funding, how will we prioritize who gets the funds? Staff recommends those houses with young children in the home have first priority since young children are most adversely impacted by lead.

EDGERTON W.W.T.P. REPORT

AUGUST 2020

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. Lawn maintenance was done at the plant and sewer easements.
7. Preventative maintenance is being done on the collection system leading to the plant by jet-cleaning and root cutting if necessary.
8. Sludge pump #1 V.F.D. Drive failed. Had to order new drive from L.W. Allen. They came and replaced the drive unit and the pump is back in service.
10. Install the new sign at the wastewater plant.
11. Dave Sauer and Eric from Crane Eng. was at the plant to check on the oil leaks we are having on the aeration and digester blowers. Dave is going to work with Crane on this issue.
12. Finished the work on the south-east sand bed. Started to work on rebuilding the south-west sand bed.
13. After getting the new tires on the sewer truck it started to have a shake in the front end. Called Poms and had to take truck back and get the front tires balanced.

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

EDGERTON WATERWORKS

August Report 2020

1. Monthly samples were taken to the State Lab of Hygiene. All samples were safe.
2. Water pressure tests on all the houses on Leslie and Fieldcrest.
3. The water meter at #2 needed to be replaced.
4. Fixed a leak on Pleasant St. We found it was an old abandoned line.
5. Fixed a leaking corporation stop at 301 Albion St.
6. Found several more lead and copper sampling sites.
7. Assisted R.T. Fox with turning valves off and on at W Rollin St. project.
8. Jeff helped at WWTP with new sign.
9. Jeff helped Zach with sanitary line maintenance.
10. Mowing and weed control.
11. Locates were done.
12. Monthly DNR report was submitted.

Thomas A. Pennekamp/Operator-in-charge