

June 1, 2016

The regular meeting of the New Richmond Utility Commission was held on June 1, 2016 at 7:30 a.m. at the Civic Center.

Pat Becker called the meeting to order at 7:30 a.m.

Members Present: Jerry Frey, Bob Mullen, Gerry Warner, Dan Casey, and Pat Becker.

Others Present: Sean Lentz, Ehlers & Associates

A motion was made by Bob Mullen to approve the agenda, seconded by Dan Casey, and carried.

A motion was made by Gerry Warner to approve the minutes of the May 4 and May 19, 2016 meetings, approve bills and disbursements, seconded by Jerry Frey, and carried.

Public Comment:

None

2016 Water/Sewer Revenue Bond – Ehlers and Associates:

Sean Lentz, Ehlers and Associates, presented debt planning options for the water and sewer projects, which included this year's projects and refinancing. Sean went over the exhibits with the Utility Commission, showing the savings possible by refinancing the old debt with the new debt. Sean explained the differences in the Deposit to Debt Service Reserve Fund, as well as the Revenue Debt Coverage, with the borrowing options. There was discussion to determine if rates would need to be raised to cover the debt coverage. Sean stated rates should not be raised for the debt coverage, but may need to be raised to cover future operating expenses. A motion was made by Dan Casey to approve Option No. 1, seconded by Gerry Warner, and carried.

Sewer Ordinance Changes:

Jeremiah Wendt stated staff is in the process of drafting the City of New Richmond's first Capacity Management, Operation and Maintenance (CMOM) program. One facet of this program is to review the existing sewer use ordinances, and make any recommended changes. After review by the water, wastewater and engineering staff, three changes were recommended. Those changes were shown on the proposed ordinance, and are summarized as follows:

- Define a sanitary sewer service and clarify that the property served owns the sewer lateral to the center of the sewer main.
- Expand the City's ability to require a monitoring manhole as part of a development project.
- Clarify the discharge volume that would require a user to obtain a permit from the City.

Motion was made by Jerry Frey to accept the changes as presented, seconded by Bob Mullen, and carried.

Department Reports:

Mike Darrow, Utility Manager:

Pat Becker, Jerry Frey, and Dan Casey attended the Board & Commission training, along with approximately 35 members. Pat Becker will be included in the hiring process for the Finance Director. Annexation is being discussed with Richmond Township. Once annexation has occurred, the township will continue receiving taxes for five years. To have the quiet zone designation for the railroad, there are two areas that would need crossings at the intersections. The cost for those

crossings, along with who would be responsible, will be researched and discussed. The beach at Mary Park will be closed, and aquatic plantings introduced to the area. The City and the school have finished the CDBG grant application for the raising of the commons building.

Bob Meyer, Water Superintendent:

Jeremiah Wendt gave Bob's report. The crew continues flushing mains. There have been a large number of locates due to the upcoming street projects, and residential/commercial developments. Lawn mowing is continuous. The cross connection reports are being put together for the large commercial and industrial facilities. Champs sprinkler project was completed.

Steve Skinner, Lead Wastewater Treatment Plant Operator:

Steve Skinner attended the West Central District Regional Meeting in Black River Falls on May 11, 2016. Steve stated there were issues with the Ultraviolet disinfection system touch screens this past week. The problem was fixed by replacing a bad part with spare parts on hand. There have been communication issues with the SCADA system. TPC was out, and antenna adjustments were made. Hopefully this will fix the poor communication issues. Jeremiah and Steve met with Crane Engineering to discuss recoating two of the clarifiers. This is scheduled to start the beginning of August.

Tom Rickard, Electric Superintendent

The electric department have been working on service installations, and service updates. A number of streets lights have been hit and damaged. The one by Wall-mart will be relocated to help eliminate the issue. There was a large power outage in the Industrial Park, and a portion of Counter's addition. This was caused by a porcelain switch failure. It will take the remainder of this week, and a portion of next week to complete the repair work. Discussion has taken place with Richmond Township regarding street lights along the east side of 140th, with a cost estimate of \$100,000.00.

Jeremiah Wendt, Director of Public Works:

Jeremiah Wendt, the Water Department, Dave Pufall, along with SEH, had some training on the construction projects. This was to help make everyone aware of the construction process, what is expected, what needs to be tracked, etc. Dave will take the lead on the construction inspections for the street and utility projects. The street projects will begin on June 6 with the milling of Paperjack Drive and North Starr Avenue. Within a couple of weeks the water and sewer projects will begin as well. The projected start date for the North Shore project is mid July, following with the East and West River Drive projects the end of July.

Weston Arndt, WPPI Energy Services Rep:

High School Scholarship

At the New Richmond High School awards ceremony held on Friday, May 27, we awarded Benjamin Werner the \$1,000 Public Power Scholarship. Ben is one of three valedictorians, was a stand-out hockey and football player, and plans to attend the University of St. Thomas. A few years ago we changed from having our own scholarship application requiring an essay, to utilizing the local scholarship committee at the school. This change has worked out well as the committee knows the students, their achievements, and need, and can equitably distribute scholarship funds.

Home Energy/Business Energy Reports

The Home and Business Energy Reports were mailed the week of May 16th. We have received several inquiries with questions about usage history and energy efficiency programs. Overall the feedback has been positive.

Community Solar Update

Site work involving cleanup and final restoration is in progress and should be completed this week. We received a commitment from Bosch Packaging Technologies for 10 panels, as well as Phillips-Medisize, who will purchase one panel per month on their utility bill.

Customer work

Domain completed an LED lighting upgrade in their plant, warehouse, and office space. They are expected to receive about \$15,000 in Focus on Energy incentives, as well as \$9,262 from WPPI Energy's RFP for Energy Efficiency program. The project completion as well as the completion of work at Phillips Medisize offers photo opportunities with these customers.

New Construction Design Assistance has been presented to several new businesses: Aldi's, Cooper's, Taco Bell, ESR, as well as WITC for their expansion/remodel. We're trying to get in early to encourage energy efficient design and equipment from the beginning.

Noah Weindnfelt, Management Analyst:

Noah Weindnfelt updated the committee on the Strategic Plan Survey questions located on the City's Facebook. Come budget time, this will help determine where money should be allocated.

There being no further business, a motion was made by Gerry Warner to adjourn, seconded by Bob Mullen, and carried. The meeting adjourned at 8:35 a.m.

Pat Becker, President

Gerry Warner, Secretary