MINUTES OF A MEETING OF THE RICHLAND CENTER

MUNICIPAL UTILITY COMMISSION

Wednesday, April 8, 2026, 5:30p.m.,

Council Room, Municipal Building, 450 S Main St, Richland Center WI 53581

This Meeting was held in person and via Teams

Members present: Walters, Downs, Sawle, Wallace, Jones, Collins and Coppernoll (6:05)

Members absent: None

Others present: Krueger, Edwards, Gald, Fischer, Andy Zimmer (MSA) via phone

President Sawle called the meeting to order at 5:30p.m. The meeting had been properly posted.

Motion by Wallace, second by Collins to approve the minutes of the last meeting as printed. All voting aye upon voice vote, motion carried.

The Treasurer's report was received and filed.

Motion by Downs, second by Jones to approve the Electric Bills for April totaling $756,735.18. Also acknowledges the balance for March, thus totaling $976,258.79. All voting aye upon roll call, motion carried.

Motion by Jones, second by Walters to approve the Water Bills for April totaling $80,437.37. Also acknowledges the balance for March, thus totaling $143,224.90. All voting aye upon roll call, motion carried.

Motion by Collins, second by Wallace to approve the Sewer Bills for April totaling $694,613.12. Also acknowledges the balance for March, thus totaling $208,212.79. All voting aye upon roll call, motion carried.

Scott had a report from Steve Eller on safety. Eller reported that CPR, AED and blood borne pathogens training is complete. There is one employee that will need to get caught up. The annual report for Confined space permit was completed as required. Also, the monthly shop inspection for water. The electric had a field visit to help with local MEUW award.

Scott updated the commission on the Resource Fair. The utility sponsored the event last year. It was to showcase the summer events in the area. The Community funds from WPPI were used to provide the meal. This year it will be held on May 20, 2026, from 3:00p.m. to 6:00p.m.

Andy Zimmer from MSA presented to the commission the bids for the Water Street Project 2026 for Valley View Dr. The bids were opened on April 7th with G-Pro coming in with the lowest bid. There were four bidders and all four had done work previously with the city. Andy recommends to award to the lowest qualified bidder G-Pro. The complete project would include city participation in the project. $642,174.75

is the total cost to the utility with City participation. Motion by Collins, second by Jones to accept all bids received on 4/7/26

for the 2026 Valley View Drive Water Main Replacement Project. All voting aye upon roll call. Motion carried. Motion by Walters, second by Sawle to award the contract to G-Pro Excavating LLC in the amount of $911,130.00 which includes the base bid and alternates A, B,C and D. Contract reducing change order should be anticipated pending city participation approval. All voting aye upon roll call, motion carried. Motion by Collins, second by Walters to approve construction engineering and administration costs not to exceed $56,945.00. Note if the city participates in the project, 20% of the engineering costs will be borne by the city. All voting aye upon roll call, motion carried. Motion by Jones, second by Sawle to approve additional construction contiguities in the amount of $35,000.00 for utility related construction costs. Note it is assumed city approval will include a contiguity for streets and public works related construction costs. All voting aye upon roll call, motion carried.

Scott informed the commission that after he spoke with Ashley, city administrator, she would like the option of possibly borrowing the funds from the utility for the city portion of the 2026 Valley View Dr Water Main Replacement Project. We do need to have a payment payback agreement in place. Motion by Sawle, second by Collins to offer the option to the city for the utility to loan the funds for the Valley View project with the payback interest at the same as LGIF. All but Coppernoll voting Aye upon roll call. Coppernoll abstained.

The MOU agreement with Sextonville Waterworks Sanitary District is going to their board for approval. Scott wanted the commission to look it over and approve it. Motion by Sawle, second by Wallace to approve the MOU agreement with Sextonville Waterworks Sanitary District. All voting aye upon voice vote, motion carried.

Motion by Collins, second by Coppernoll to donate $800.00 to the Richland Hospital Foundation Gulf Outing using WPPI Community Funds. All voting aye upon roll call, motion carried.

Motion by Sawle, second by Downs to adopt the AMI Policy for the AMI conversion. Scott explained that we can’t allow customers to opt out of the upgrading of their electric meter. All voting aye upon voice vote, motion carried.

The school offers a Youth Apprentice Program. The student would come into the office and work for the block of time from school. We do have an interested candidate. This would allow Angie and Grant more time to continue to cross train. Also there has been some discussion between the departments about the need for seasonal staff. The wastewater had always had in the past, but last year they did not. Although now with the utility having to do more of the mowing and some other tasks, both the field and office would benefit from seasonal help. Motion by Jones, second by Walters to Seasonal staff for the utility. All voting aye upon roll call, motion carried.

Water Superintendent Krueger thanked the commission for approving the street project. Ami meter change count is up 975. They will continue through next week then it will be just one day a week. Finished the water main break season with just one. A Couple weeks ago G-Pro did finish the line to Simpson Tractor just have to test pressure. Town & Country Engineering will be working on updated to

our mapping. We will be starting valve exercising for the season next week. Also, there are some valve boxes to repair from snow pow damage.

Staff have decided that they want to do water amin flushing before school gets out. That will be done in the second and third weeks of May. Derek, Scott, and Steve attended the Rural Water Conference. There were a lot of good seminars, lead removal is still a major topic. Monday Steve and Scott will meet with DNR rep. The EPA is doing an evaluation on cyber security. Steve also must review their risk and resilience assessments and emergency response plan.

Wastewater Superintendent Fischer reported that their first items were sold on Wisconsin Surplus. The Jet/Vac combo unit, F250 with plow, and tandem axel trailer. The jet/vac combo unit was dropped off on Monday. The upgrades are the reel is on the front. There is also a shield that they won't even sell it or let it leave the factory if it is not in place. It protects the operator in case the hose were to rupture. Also, we added a lot of safety lighting. Our vaccing capability increased greatly. Todd feels that they should make the switch to a ¾" hose now for locating the force mains. The hydro excavating that this new unit will be able to accomplish will be a great asset for the utility. There is also a boiler so it will be able to heat the water in the winter. Today there was a pre-demolition meeting for the campus. Gym and Melville Hall, the laterals come out the south of the buildings and attach to the main line. Symons does come out to the existing private line set and come around. Todd informed the commission that the wastewater plant in Livingston burnt down Saturday night. Todd did offer aid if needed by the village.

Utility Manager/Electric Superintendent Gald reported that the AMI install continues with over 2,000 meters. We have completed tree trimming. They have been changing out poles. The crew completed underground conversion on 8th and Main. There were demo trucks on sight today. The new digger truck is to be built in December of 2026. Forester Engineering is working on a certificate of authorization to go to the PSC for the new transformer. The 1968 Westinghouse is still working but it is very near the end. We will need to bond and borrow money to replace it. We will have a rate case with the AMI upgrade. Scott is working with WPPI for Outage System Management Open Point which will be on our website. Scott would like to know who will be attending the Regional Dinner at the Whitehouse on May 28th. After the Campus meeting, the science building feeds the Coppertop so we will be pulling the transformer that sits behind the science building. Next week the winter moratorium goes off so the office will be busy with disconnects for nonpayment. Still working with the USDA and refinancing the loan. It has gone on to Ron Johnson now. We have a lot of locates with the road construction. There was an outage on Hwy 14 across from the Dragon Buffet.

There was nothing for correspondence.

Doug Martynuik, council rep, addressed the commission regarding an addition on his house. He needs to hook in the sewer line. Behind his house is a shed and behind that is a manhole cover and a 15' wall. Supposedly there is another manhole cover buried there. They are trying to figure out if they can drill through to the manhole and run the sewer through there. Wastewater Superintendent Fischer explained that there is a City Ordinance that allows one sewer line per residence. As a wastewater we generally do not want another opening in a manhole to allow unwanted things in.

Commissioner Coppernoll explained to Doug that he will have to work through zoning. Doug explained that Matt has not returned his phone calls. Coppernoll asked Doug to come and see him in the mayor's office after the meeting adjourns.

Collins just wanted to thank everyone for their great job. He is just so impressed that all the projects are coming in under bid and all the surplus auction bids. He added the office staff is doing a great job too. Coppernoll said he is looking forward to serving his term on the commission. Sawle asked about the MEUW conference dates to confirm. May 19th – 21st in Sun Prairie.

Motion by Collins, second by Coppernoll to adjourn. All voting aye upon voice vote, motion carried without dissent at 6:54p.m. Meeting adjourned.

Minutes submitted by:

Angie Edwards