

Official Public Notice
MEETING OF THE MUNICIPAL UTILITY COMMISSION
CITY OF RICHLAND CENTER, WISCONSIN
Agenda
Wednesday, October 16, 2024 5:30 PM,
COUNCIL ROOM, MUNICIPAL BUILDING, 450 S. MAIN ST., RICHLAND CENTER, WI 53581 & VIRTUALLY
MEETING WILL BE HELD IN PERSON AND VIA WEBEX.

WEBEX:
PHONE: Call 1-415-655-0001

ENTER MEETING NUMBER: 2557 703 4132 # ENTER PASSWORD: 29849382 #

<https://rcfdwi.my.webex.com/rcfdwi.my/j.php?MTID=ma1a599718cb756d30fb8711377a7626d>

1. Roll Call - determine that the meeting was properly noticed
2. Motion to waive the reading of the minutes of the last meeting(s) in lieu of printed copies and approve the same.
A. Approve Previous Meeting Minutes
3. Treasurer's Report/Investment of Utility Funds
A. Monthly Treasurers Report
4. Monthly bills.
 - A. Electric
 - B. Water
 - C. Sewer
5. Safety
6. Water Superintendent Report.
7. WWTP Superintendent Report
8. Electric Superintendent/ Utility Manager Report.
9. Discussion and Possible Action on the Role of the Utilities Personnel and Finance Committee
10. Discussion and Possible Action on 2025 Cost of Living Adjustment
11. Correspondence.
12. Public Comments. Members of the public are welcome to express their opinion on item(s) not appearing on this agenda.
13. Commissioners or audience request, etc.
14. Closed Session - Consideration of moving into closed session pursuant to Wis. Stat. sec 19.85 (1)(c) to consider employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility. The purpose of the closed session is to discuss employee wage adjustments and recognition options for certain departments.
15. Reconvene in open session pursuant to Wisconsin Stat, Sec 19.85(2) to vote on matters discussed during closed session. Roll call vote if motion is not unanimous.
16. Adjourn

Posted this 10th day of October on or before 4:00 P.M.
Copy to the Richland Observer (official newspaper)

Please Note: That upon reasonable notice, a minimum of 24 hours in advance, efforts will be made to accommodate the needs of disabled individuals through appropriate aids and services. For additional information or to request this service contact Ashley Oliphant, Mayor at 450 S Main St., Richland Center, WI 53581 or call 608-647-6428. City Utilities of Richland Center is an equal-opportunity employer/provider.

MINUTES OF A MEETING OF THE RICHLAND CENTER
MUNICIPAL UTILITY COMMISSION
Wednesday, September 11, 2024 5:30p.m.,
Council Room, Municipal Building, 450 S Main St, Richland Center WI 53581
This Meeting was held in person and via WebEx Due to the Covid-19 Pandemic

Members present: Collins, Downs, Sawle, Melby, Nice, Schaub, and Heiar

Members absent: None

Others present: Krueger, Edwards, Gald, Fischer, Glasbrenner, Coppernoll, Andy Zimmer MSA (via phone) and Mueller

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

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

Treasurer's report was received and filed.

Motion by Heiar, second Schaub to approve the Electric bills for September totaling \$947,221.66. Also acknowledges the balance for August, thus totaling \$1,139,740.53. All voting aye upon roll call, motion carried.

Motion by Schaub, second by Sawle to approve the Water bills for September totaling \$368,949.80. Also acknowledges the balance for August, thus totaling \$151,117.82. All voting aye upon roll call, motion carried.

Motion by Collins, second by Schaub to approve the Sewer bills for September totaling \$183,263.28. Also acknowledges the balance for August, thus totaling \$252,862.41. All voting aye upon roll call, motion carried.

For safety Gald reported that Steve Elhers was doing field evaluations on the line guys. Fischer said he knew that he was also observing the sewer guys while they were jetting along Hwy 14.

The MSA Proposal for Sanitary Engineering for North of the Allison Park Lift Station would not only explore the sewer lines and lift stations to discover the needs for the Industrial Park but would also help with the storm water in residents homes in Allison Park. The sewer utility portion would be \$15,000.00 to look at sewer service and the city portion would be \$10,000.00 to look at storm water issues. A motion made by Heiar, second by Collins to accept the proposal from MSA for Sanitary Engineering of north of Allison Park Lift Station. All but Collins and Schaub voted aye upon roll call. Collins and Schaub voted no.

There was a study in May for valve replacement along Hwy 14 East on the Simpson Tractor side. G-Pro estimated at \$179,000.00. That is 15% over the allowable change order for the project. Andy Zimmer recommends to carry this forward as a budget item for the Water Utility for 2025. There is no action needed by the commission at this time.

There has been discussion about the utility hiring an attorney. There seemed to be a need with the meetings earlier with the city and attorneys having a conflict of interest. The commission feels now that with the position of the utility manager, they should hold off and table the item for now.

Water Superintendent Krueger reported that after the special meeting last month, he did offer Colt Johnson the operator position. He did accept. Colt was able to get enrolled in the Groundwater Distribution class. Terry also went to Iowa for his CDL class and he was successful. The line crew helped trim a tree that was on the west reservoir. The underground work for the street project is finished. Concrete for the driveways and sidewalks are pretty much complete. Blacktop possibly ready for next week. Gassers are also going to repair the patches from the water main breaks. The water crew has been working on narrowing down the number of unknowns by

knocking on doors. Steve placed his first purchase order for AMI meters. They should arrive around Feb or March. Scott Gald toured the water facilities yesterday.

Wastewater Superintendent Fischer reported that in their Monday Management meeting they discussed the rate increase. Todd and Scott Gald went over the entire rate study. He has a spreadsheet for the last nine years showing the cost of construction projects and equipment. Todd explained that with the rate study the commission wanted to repay the USDA Loan in 30 years. For residential that is 60-75 dollar increase per year. For the industries like Alcam, they were impacted the worse. They were billed a rate of \$9.25 per thousand and everyone else was billed \$12.50. The increase raised their rate to \$16.00 per thousand. Their bill jumped from \$27,000.00 to \$49,000.00. Todd has not been able to find any documentation as to why Alcam was charged the rate of \$9.25. Bottom line is that we built a 30 million dollar treatment facility and there is no growth. The plant was built to capacity. Todd would like to readdress this with Town & Country with looking at the haulers rate. This is the second rate increase in 30 years.

Utility Manager Gald reported for the Electric Department that the street lights for 8th Street are completed. They converted one house to underground. The AMI gatekeepers are at WPPI getting programed and should be ready in a couple weeks. The paperwork for the AMI funding through WPPI loan for \$480,000.00 is approved. We partnered with REC for a safety demo at the fair. Darren is off on FMLA with the birth of their first child. Scott scheduled Rotary Lights for October 30 and 31 with SWTC. There was a blink because the box by Rockwell needs to be replaced. Abby started Monday. Scott wanted to thank Angie and Grant for doing a great job. He has been reviewing IT contracts from Scantron. The city hired a zoning Administrator and he also started Monday. Scott has been meeting with Jasen and Ashley weekly. He updated the council at their last meeting. Scott also attended a meeting with Foremost regarding the chemical spill.

There was nothing for correspondence.

There were no comments from the public.

Collins wanted to note how happy he is with the transition of the new position. He has heard nothing but good things about Scott in his new position. Sawle agrees with John. He is very pleased with how it is going. Heiar said that when he had to call in for the last meeting he could barely hear. He is happy to hear there will be microphones now.

Motion made by to Collins, second by Sawle to move into closed session pursuant to Wis. Stat. sec 19.85 (1)(c) to consider employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility. The purpose of the closed session is to discuss compensatory time. All voting aye upon voice vote, motion carried.

Motion made by Heiar, second by Nice to reconvene into open session. All voting aye upon voice vote, motion carried.

Motion made by Heiar, second by Nice to adjourn. All voting aye upon voice vote, motion carried without dissent at 7: 38p.m. Meeting adjourned.

Minutes submitted by:

Angie Edwards

**CITY OF RICHLAND CENTER
Utility Report - Month September 30, 2024**

FUNDS	TREASURER BAL		
	BEG OF MONTH	RECEIPTS	TOTAL
GARBAGE		21,492.08	
PUBLIC BENEFIT		3,564.46	
ELECTRIC UTILITY	367,054.54	1,502,443.86	1,894,554.94
WATER UTILITY	614,685.13	165,303.86	779,988.99
SEWER UTILITY	96,876.12	239,016.02	335,892.14

Fund	Total	Location	% Interest
Electric	183,792.16	State/LGIP	Variable 5.41
Electric Replacement Fund	546,043.05	State/LGIP	Variable 5.41
Electric Bond Fund	274,921.62	State/LGIP	Variable 5.41
Electric	233,629.75	State/LGIP	Variable 5.41
Electric - AMI	222,898.94	State/LGIP	Variable 5.41
Total Electric	1,461,285.52		

Water	713,259.61	State/LGIP	Variable 5.41
Water Replacement Fund	355,285.11	State/LGIP	Variable 5.41
Water - Clean Wa Loan#8-2028	62,159.07	State/LGIP	Variable 5.41
Water - Reservoir Loan#5-2039	81,320.17	State/LGIP	Variable 5.41
Water - AMI	186,202.08	State/LGIP	Variable 5.41
Water DNR Loan	10.00	Richland Co Bank	
Total Water	1,042,950.93		

WWTP Replacement Fund	1,519,571.91	State/LGIP	Variable 5.41
WWTP	305,018.51	State/LGIP	Variable 5.41
WWTP Bond Fund	126,741.20	State/LGIP	Variable 5.41
USDA Reserve Acct	625,000.00	State/LGIP	Variable 5.41
WWTP -RATE STABILIZATION	814,678.49	State/LGIP	Variable 5.41
USDA 2015 Bond Fund	210,341.00	Peoples Bank	
Total WWTP	3,601,351.11		
	6,105,587.56		

Unrestricted			
Electric	\$	803,644.05	
Water		345,063.45	
WWTP		70,683.97	
TOTAL UNRESTRICTED FUNDS		1,219,391.47	

Restricted - Restricted Funds are for Projects, Bond Payments and Equipment Replaceme			
Electric		1,461,285.52	
Water		1,042,950.93	
WWTP		3,601,351.11	
TOTAL RESTRICTED FUNDS		6,105,587.56	

	TREASURER BAL
DISBURSEMENTS	END OF MONTH

1,090,910.89	\$	803,644.05
434,925.54	\$	345,063.45
265,208.17	\$	70,683.97

