

CITY OF SHEBOYGAN
BOARD OF WATERWORKS COMMISSIONERS MINUTES
Monday, February 19, 2024

OPENING OF MEETING

President Van De Kreeke convened the meeting at 3:30 PM.

Present: President Gerald Van De Kreeke, Secretary Tom Howe, Member Rich Dale. Superintendent Joe Trueblood

1. Pledge of Allegiance

All present honored the flag of the United States of America.

MINUTES

2. Approval of minutes

Commissioner Dale made a motion, seconded by Commissioner Howe, to approve the minutes of the January 15, 2024 Board meeting. Motion passed unanimously.

REPORTS

3. Financial reports and approval of vouchers

After discussion about possible monthly billing cycles, Commissioner Dale made a motion, seconded by Commissioner Howe, to approve the financial reports and general vouchers of \$1,009,947.84 and gross payroll of \$206,861.90 as presented. Motion passed unanimously.

4. Superintendent's report including operations, construction-maintenance, customer relations/fiscal, and raw water improvements project.

Commissioner Dale made a motion, seconded by Commissioner Howe, to approve the Superintendent's report as presented. Motion passed unanimously.

ITEMS FOR DISCUSSION AND POSSIBLE ACTION

5. Review LSL program and plan to engage WIPSC on updates

Superintendent summarized recent discussions with Attorney Lawrie Kobza related to the Utility's lead service line (LSL) replacement program and the constraint on accepting grants at more than 50% of the LSL replacement cost at any location. Attorney Kobza indicated that WI PSC might be amenable to modifying the Utility's LSL program to overcome this constraint which now results in loss of certain grant monies. However, the Utility would need to submit a modified program and initiate discussions with WI PSC. Commissioner Van De Kreeke made a motion, seconded by Commissioner Dale, to pursue the LSL program modifications with WI PSC. Motion passed unanimously.

6. Review WI PSC rate case schedule and cost of service study results

Superintendent reported that the Utility had received the WI PSC cost of service study during the prior week and has now reviewed it. The revenue requirement resulted in cost allocations to the different customer categories which would be phased in over a two year period. The overall revenue requirement is an increase over two years of \$4.18M or 39% above current revenues. The Utility had requested a reduced rate of return which was granted by WI PSC. The rate case is directly related to costs associated with the monumental raw water improvements project which will serve the community for the next century. Superintendent noted that the Utility had acquired \$11.5M in grants to use toward the RWI project. The public hearing is scheduled for March 6, 2024.

7. Approval of bids for Lincoln/Swift Avenue LSL project

Superintendent reviewed the bids for LSL replacements at Lincoln and Swift Avenue for approximately 90 LSL along with new curb stops, meter settings, grounding, and concrete restoration as needed. Bids were received from Alfson Excavating at \$576,950; Essential Sewer and Water at \$641,460; M&E Construction at \$670,250; Korff Plumbing at \$687,325; Van Rite plumbing at \$729,140; and Scott Lamers Construction at \$841,300. Commissioner Dale made a motion, seconded by Commissioner Van De Kreeke, to accept the low responsible bid from Alfson Excavating at \$576,950. Motion passed unanimously.

8. Approval of bids for S. 11th Street LSL project

Superintendent reviewed bid tabs for replacement of approximately 67 LSL along with new curb stops, meter settings, grounding and concrete restoration as needed on S. 11th Street. Bids were received from Van Rite Plumbing at \$474,895; Essential Sewer and Water at \$477,525; M&E Construction at \$511,000; Korff Plumbing at \$562,325; and Scott Lamers Construction at \$580,575. Commissioner Dale made a motion, seconded by Commissioner Howe, to approve the low responsible bid of Van Rite Plumbing at \$474,895. Motion passed unanimously.

9. Purchase of replacement GPS unit

Superintendent reviewed information on a replacement GPS survey unit Trimble R12i along with rechargeable battery and charger, and perpetual license at a total price of \$29,941.72 from Seiler Geospatial. Commissioner Dale made a motion, seconded by Commissioner Van De Kreeke, to approve the purchase. Motion passed unanimously.

10. Approval of 2024 contract for lawn services

Superintendent reviewed an updated services agreement from JAWS Lawn & Landscaping for Utility property lawn and other maintenance. Commissioner Van De Kreeke made a motion, seconded by Commissioner Dale, to approve the ongoing agreement. Motion passed unanimously.

11. Approval for purchase of water meters

Superintendent reviewed a proposal from Badger Meter for 400 Orion ME at a total cost of \$67,202. Commissioner Van De Kreeke made a motion, seconded by Commissioner Dale, to approve the purchase. Motion passed unanimously.

PERSONNEL

12. Approval of comptime rollover modification

Superintendent reviewed current comptime policy which has included having a bank for each calendar year, but this has resulted in complications between years. Supervisory staff recommended changing to

a rolling bank with a maximum of 80 hours. Due to departmental differences, the operations bank would be used (or paid out) by June 1. Commissioner Dale made a motion, seconded by Commissioner Van De Kreeke, to approve the change. Motion passed unanimously.

13. Review and approval of 2023 eval/perf results

Superintendent reviewed all wage increases for 2024 and the Board then discussed Superintendent's wage increase. Commissioner Dale made a motion, seconded by Commissioner Van De Kreeke, to approve all increases. Motion passed unanimously.

NEXT MEETING

14. Next meeting date:

The date for the next Board meeting was set for March 11, 2024.

ADJOURN

15. Motion to Adjourn

At 4:42 PM, Commissioner Dale made a motion, seconded by Commissioner Van De Kreeke, to adjourn. Motion passed unanimously.