



**TWO  
RIVERS**  
WISCONSIN

# PUBLIC UTILITIES COMMITTEE MEETING

Tuesday, April 3, 2023 at 5:00 PM

Committee Room - City Hall, 3rd Floor 1717  
E. Park Street, Two Rivers, WI 54241

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## MINUTES

**1. CALL TO ORDER - 5:00 pm**

**2. ROLL CALL**

Committee Members: Darla LeClair, Tim Petri present

Resigned: Jason Ring – He will not be participating in future committee meetings.

Staff present: Matthew Heckenlaible, Scott Ahl, Brian Delleman and Dave Casebeer

**3. REVIEW AND APPROVAL OF MINUTES**

Tim Petri made a motion to approve the March 6, 20223 Public Utilities Committee Meeting minutes, seconded by Darla LeClair – Motion passed.

**4. PUBLIC INPUT - None**

**5. 2023 CONSTRUCTION PROJECTS**

**A. Lincoln Street from 17th Street to 22nd Street - Bids Received, Awarded, PIM & Public Hearing March 20, 2023.**

The Contractor started mobilizing to the site and has begun removing the easterly pavement and laying out the temporary water service.

**B. Lateral replacement (various locations - 2022) – Extended June 2023**

The WDNR had extended the deadline for fund expenditure from December to April and have again extended the deadline to June of 2023. The Water Utility has been doing mass mailings and has 25 of the remaining 29 available slots filled.

**C. Scattered Laterals (2023)**

Opened bids and Council approved awarding the Contract to VanRite to do the private side laterals for the Lincoln Street project.

**6. WASTEWATER UTILITY: UPDATES AND ACTION**

**A. Sludge screw press project update**

Anticipating the Contractor will be remobilizing back to the plant in the next week or two to begin removing the windows and demolition of the old press with installation of the new screw press to follow shortly after.

**B. Plant treatment process – status update**

Still working on resolving the filament issue. Thought that it had been resolved and came back. Staff is applying low dosages of chlorine to control the problem and testing for fatty acids as a possible cause. They took a sample and anticipate the results of the tests to come back in approximately two weeks. Throughout this treatment process hicup, the plant is still operating within permit requirements.

**B. Riverside Foods update**

Staff is obtaining additional samples from within the sanitary sewer system and testing them for BOD. The first round of testing showed that upstream of Riverside Foods is 60 mg/L and downstream is around 700 mg/L. Still obtaining and sharing this information with Riverside to keep lines of communication open. From what is being discovered, pretreatment will be necessary to resolve this situation, but is not formally being required at this time.

**C. Sewer use credit policy update**

There has been two requests for sanitary sewer credits since late last year. Director Heckenlaible had taken a sewer credit policy that he had worked with in the past and modified it towards the City of Two Rivers. A discussion among those present occurred with the final direction of the Committee members being that if a water leak occurred beyond the water meter and that water made it down a drain and into the sanitary sewer then zero sewer credit would be granted. IF a water leak occurred beyond the water meter and did not make it to a drain and into the sanitary sewer and proof that the water leak had been repaired/resolved, then up to one-third of the difference between previous billings and the bill that the leak occurred could be credited to the active account.

**7. ELECTRIC AND TELECOMMUNICATIONS UTILITIES: DIRECTOR UPDATES AND ACTION IF APPLICABLE**

**A. Frontier Communication – Fiber up-grade**

~~Frontier will be utilizing ARPA funds and proposing to up-grade their existing communication system with a fiber optic network. They are proposing to over lash onto their existing system maintaining approximately 90% of the system being overhead and connected to City utility poles. They submitted a single set and will be re-submitting numerous smaller plan sets to provide better coordination. Work to begin late spring and extend into the fall of 2023.~~

**B. WI PSC Winter moratorium will end April 15, 2023**

Allows utilities the ability to disconnect customers who are delinquent in paying their bills. Crews will begin the notification process the week of April 17<sup>th</sup>. There are over 700 customers with past due bills out of approximately 6,200 meters.

**C. Gina Sampe** – Utility Administrative Assistant completed the MEUW Management Training Program. Completed a six-course program over the course of two years. Congratulations Gina!

**8. WATER UTILITY: DIRECTOR UPDATE, DISCUSSION AND ACTION AS NEEDED**

- A. 2022 Scattered lead service up-date (April 15) – See above
- B. Capital compressor project – Held for future discussion

**9. STORM WATER UTILITY: UPDATES AND ACTION AS NEEDED**

- A. Annual WDNR MS4 report** – Has been submitted to WDNR.
- B. Urban Non-point Planning Grant Application** – Working with McMahon Associates in preparing an application for submission.

**10. ANY OTHER ITEMS OR ISSUES TO COME BEFORE THE COMMITTEE, WITH DISCUSSION AND ACTION - None**

**11. SET DATE, TIME, LOCATION, AND AGENDA ITEMS FOR NEXT COMMITTEE MEETING**  
Proposed for May 1, 2023 at 5:00 pm prior to Council Meeting

**12. ADJOURNMENT - 5:57 pm**

Tim Petri made a motion to adjourn the meeting, seconded by Darla LeClair. Motion carried.

*Please note, upon reasonable notice, efforts will be made to accommodate the needs to disabled individuals through appropriate aids and services. For additional information or to request this service, please contact the Office of the City Manager by calling 793-5532.*

*It is possible that members of and possibly a quorum of governmental bodies of the municipality may be in attendance at the above stated meeting to gather information; no other action will be taken by any governmental body at the above-stated meeting other than the governmental body specifically referred to above in this notice.*