



**TWO  
RIVERS**  
WISCONSIN

# PUBLIC UTILITIES COMMITTEE MEETING

Tuesday, January 03, 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

### 2. ROLL CALL

Committee Members: Darla LeClair, Tim Petri, Jason Ring – Petri and Ring attended in person, LeClair participated via cell phone; Ring was acting Chair.

Staff & Others: Matthew Heckenlaible, Scott Ahl, Andrew Sukowaty, Brian Delleman, Dave Casebeer

### 3. REVIEW AND APPROVAL OF MINUTES

Minutes from the December 6, 2022 Public Utilities Committee Meeting

A motion was made by Tim Petri and seconded by Darla LeClair to approve the minutes – motion passed

### 4. PUBLIC INPUT

None

### 5. 2023 CONSTRUCTION PROJECTS

A. Lincoln Street from 17th Street to 22nd Street – P.I.M: Public Information Meeting to be held January 25, 2023, from 5:30 - 7:00 pm in Council Chambers. Project is anticipated to be bid in late January to early February.

B. Possible lateral replacement (various locations): Still have excess 2022 funds available until the end of March, 2023

### 6. WASTEWATER UTILITY: UPDATES AND ACTION

A. Sludge screw press project up-date: Anticipate that the contractor will mobilize in the next couple of weeks to begin demolition and routing necessary electrical conduit in anticipation of the installation of the actual screw press in March. The existing belt press will be exercised on a monthly basis if there was a need to take the new screw press off line for any significant amount of time.

B. Sewer use credit policy: It has come to Director Heckenlaible's attention that there does not appear to be a formal policy in place as to how sanitary sewer credits are determined if there are situations where there is a private water leak after the water meter. There is a potential location that has received a credit in the past, but information has not been readily available to locate as to how or under what conditions these credits were determined and granted. Therefore, Director Heckenlaible will draft a policy and bring forward to a future meeting for review and comment as necessary.

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

A. WPPI grant funding for electric vehicle charging station up-date: Director Dellemann stated that the Electric Department did not exercise this grant opportunity primarily due to the need for a Third-party vendor to assist in charging the necessary customer appropriate fees to activate the charging station. The fees were over and above the normal electrical fees and

at this time would have been absorbed by the Utility and would not necessarily benefit the majority of individuals within the City. As such, they did not feel that it was the right time to pursue this opportunity.

- B. Annual line tree clearance trimming: notices have been sent out to property owners in the northern portion of the City, but due to the weather a lot of trimming has not yet been completed.
- C. Electric Meter up-date: The May 2022 order that was expected to be received late in 2023 is now anticipated to arrive prior to May of 2023 and will not include the 2023 price increase as originally thought.
- D. MyAccount – there are now around 1,400 users signed up

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

- A. Intake freezing (Manitowoc Interconnect) emergency plan; staff dedication: Director Sukowaty stated that they encountered a challenging holiday weekend with frazzle ice forming and clogging the freshwater intake to the plant. In order to open the intake, they need to backflush the intake pipe with warmer water from within the plant/system. This process takes several hours to complete. This issue occurred five times over the weekend with the plant being offline for approximately 16 hours. While dealing with this situation, the plant was being operated in manual mode. There was no impact to water quality during this time period as such there were no public notifications pertaining to this situation. Director Sukowaty stated that they were extremely close to utilizing the emergency Manitowoc Interconnect but keep working the situation and ultimately did not need to exercise that option. Manitowoc, as well as other communities along the lake shore were also experiencing the same freshwater intake freeze up issue. Director Sukowaty wanted to recognize the dedication of his staff to work the problem to a positive resolution.
- B. Lunchroom up-grade: Water Utility staff has also converted a space that contained a small table and chairs into a segregated lunchroom area. They have obtained low-cost cabinets, counters and other items and are doing the work internally to provide for this much needed lunchroom area.

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

- A. WDNR – Annual MS4 report preparation for submission at the end of March
- B. 2022 Leaf Collection – 279 recorded loads to the yard waste site (4,837 C.Y.) which is in line with historic values.

**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 February 6, 2023, at 5:00 pm prior to the City Council meeting.

**12. ADJOURNMENT**

A motion was made by Tim Petri and seconded by Darla LeClair to adjourn – motion passed (5:29 pm)

*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.*