



**TWO
RIVERS**
WISCONSIN

PUBLIC UTILITIES COMMITTEE MEETING

Monday, August 04, 2025 at 5:00 PM

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

MINUTES

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

2. **ROLL CALL**

Committee Members: Shannon Derby, Darla LeClair, Tim Petri

Staff & Others: Matthew Heckenlaible, Scott Ahl, Andrew Sukowaty, Brian Dellemann, Dave Casebeer, Kyle Kordell, Gregory Droessler (Town & Country Engineering, Inc.)

3. **REVIEW AND APPROVAL OF MINUTES**

Minutes from the July 7, 2025, Public Utilities Committee Meeting

Darla LeClair made a motion to approve the July 7, 2025, Public Utilities Committee meeting minutes, seconded by Tim Petri. Motion carried.

4. **PUBLIC INPUT:** N/A

5. **CONSTRUCTIONS PROJECTS**

A. **Harbor, 16th, Emmet Streets Reconstruction**

Vinton mobilized on August 4th and began with tree removals within the construction zone.

B. **2024 Lead Service Lateral Progress Update**

Current pavement repair and restoration work is ongoing south of 22nd Street. There are still approximately 30 services to replace north of 24th Street and west of Forest Avenue.

C. **2025 Lead Service Lateral Replacement Project**

This project is set to begin around the end of August.

D. **2025 Sewer Lining Project**

Installation tentatively set to start in September.

E. **Sandy Bay Highlands Phase 3 Update**

WPS gas to install gas now or in the near future.

6. WASTEWATER UTILITY: UPDATES AND ACTION

A. PFOS/PHOA Update

- Completed initial testing for PFAS/PHOA and submitted a report to WDNR
- Appears that we should be okay relative to PFAS
- PHOA may require the City to prepare and submit a future minimization plan.
- A potential source of PFAS/PHOA may be landfill effluent.
- Wastewater will perform some testing on the landfill effluent to determine if that is a potential source in the next several months.

B. Sewer Rate Study

- Gregory Droessler of Town & Country Engineering, Inc. provided an overview of the need for the rate study.
- By utilizing the WDNR as a funding source, they require 110% revenue for debt service repayment. We are below that threshold for 2025 funding and will be further below that threshold for the 2026 funding.
- The combined shortfall for 2025 and 2026 will be around \$282,000.
- In the past, rate adjustments have primarily only looked at the “Fixed Fee” and this study is going to look at a variety of possible solutions to help us overcome that shortfall.
- Potential Options
 - Place all the increase on the Fixed Fee and Unit Fee as has been past practice. This would result in \$4.40 per month increase.
 - Modify the Municipal Code to account for larger meters. Users with larger meters have a greater potential of placing a larger demand on the capacity of the wastewater treatment plant, lift stations and collection system. As such, a shift in how the size of the water meter would impact the applicable charging of the Fixed Fee which would then reduce or eliminate the Additional Unit Fee. This “Equivalent Meter” methodology would increase the meter count by around 400 meters, thus increasing revenue. With this option, a rate increase of \$1.00 would also be recommended.
 - An increase on the volume charge was also suggested, \$0.10 to 0.20.
 - Determine if there are any commercial and industrial dischargers that are discharging excesses amounts of waste loadings for BOD, SS and P. Those customers could then potentially be transitioned to what is identified within the Municipal Code as Category B customers. They have a different way of calculating there wastewater bills that takes into account waste loadings that are in excessive as standard residential strength wastewater. This is to aid in offsetting the additional cost to treat higher strength wastewater and avoid further overloading of the plant.
- The committee was not excited about the need to consider raising rates, but understood that if we don't that we then run the risk of not being able to fund necessary infrastructure projects.
- The committee inquired as to the potential impact towards residential properties with the Equivalent Meter methodology. The standard residential water service of 5/8” and 3/4” would not see any difference in that they would be charged 1 meter fixed fee. Water meters greater than 1” would begin seeing additional meter multipliers depending upon the size of their meter. There are approximately 30 single family homes that have 1” water meters and the committee requested that those properties also only get charged for one water meter fixed fee.

- The committee agreed with the approach presented to them and recommended that Town & Country continue moving this forward so that it could be presented to the City Council soon.

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

A. WPPI Annual Meeting and MEUW District Meeting

- The WPPI Annual Meeting will be held on September 17th at Lambeau Field, Green Bay. Committee Member Derby along with the new City Manager, Kyle Kordell both wish to attend this function.
- The MEUW District Meeting will be on September 28th in Algoma. More details to follow.

B. Frontier Pole Attachment Agreement Update

- The Electric Utility shares space on their poles with Tele/Com utilities.
- In order for them to attach to the pole, they need to enter into an agreement with the Electric Utility.
- The agreement that we had with Frontier dated back to 1967. A new agreement has been reached and is ready to be signed.

C. Current Projects – N/A

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

A. Service Line Mailings - Future Changes and LCRI Requirements

- By 2027 per the LCRI requirements, the WDNR needs additional information to be provided to them regarding lead and copper water services.
- The Water Utility is looking at alternative software to aid in tracking this ever changing database.
- Anticipate future updates.

B. Plant Boiler Failure

- The plant boiler failed.
- Estimate to repair / replace is around \$30,000 to \$35,000
- Need to identify where these emergency repair dollars are coming from.

C. 2025 Lead and Copper Testing

- The sampling of the 30 sites has been completed.
- 22 of the samples passed
- Waiting on the results of the remaining 8 samples.
- There are a lot of mailings out there. IF the public has questions related to the water system send them to the Water Utility Staff for clarification.
- Water Utility is working on completing public and private water service inventories on the East Side of the City for the upcoming scattered lead water service contract.

9. STORM WATER UTILITY: UPDATES AND ACTION, AS NEEDED – N/A

10. SOLID WASTE UTILITY: UPDATES AND ACTION, AS NEEDED

A. Fake garbage stickers are continuing to be found on refuse being collected. Manitowoc Disposal has been notifying DPW and TR Police.

B. Social media chatter about desiring a change away from the sticker method of collection and going with more of an automated option. That was discussed during the 2024 budget preparation process and the garage sticker option remains to be the most affordable option for the residents of Two Rivers. We can have further discussions if the committee desires to. The committee did not see a reason to revisit the process.

11. ANY OTHER ITEMS OR ISSUES TO COME BEFORE THE COMMITTEE, WITH DISCUSSION AND ACTION – N/A

12. SET DATE, TIME AND LOCATION FOR NEXT COMMITTEE MEETING

Proposed for TUESDAY, SEPTEMBER 2, 2025, at 5 pm

13. ADJOURNMENT: 5:50 pm

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

Respectfully submitted by: Matthew R. Heckenlaible
Public Works Director/City Engineer