



**TWO
RIVERS**
WISCONSIN

PUBLIC UTILITIES COMMITTEE MEETING

Monday, November 6, 2023, 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: Darla LeClair, Tim Petri

Absent: Jeff Dahlke

Staff: Matthew Heckenlaible, Scott Ahl, Dave Casebeer, Brian Dellemann, Andrew Sukowaty

3. **REVIEW AND APPROVAL OF MINUTES**

Minutes from the October 2, 2023, Public Utilities Committee Meeting

Tim Petri made a motion to approve the minutes from the October 2, 2023, Public Utilities Committee Meeting, seconded by Darla LeClair. Motion carried.

4. **PUBLIC INPUT** – N/A

5. **CONSTRUCTION PROJECTS**

A. Roosevelt (2024) – Funding

We have received preliminary information regarding project ranking and scores associated with DNR SDWLP (and CWP) Funding for water main and private water services. WDNR had changed the application process last year and municipalities could either apply on a city-wide household income level or by census track. There was little guidance prior to the application process as to how either methodology would impact overall scores and funding outcomes. Just prior to the rankings coming out in late October, the WDNR made a very quick rule, process change removing the population criteria coupled with the household income criteria which ultimately further impacted Two Rivers project scoring. In the past, Two Rivers has obtained very favorable rankings and Principal Forgiveness. This year, there were approximately three times as many projects applied for, especially on the lead service side of the funding. Two Rivers did not score well and, at the end of the process, will get 15% Principal Forgiveness for private services. This amount does not cover the previously offered \$2,500 per private service provided to customers in the past. Also, the water main reconstruction costs associated with the Roosevelt Street reconstruction project will be getting zero principal forgiveness because funding ran out. We are looking at how this is going to impact CWP funding and what that means relative to moving forward with the Roosevelt Reconstruction Project along with the scattered water service replacements. One alternative is to look at utilizing the remaining ARPA funds in areas of the City that would not receive any principal forgiveness if coupled with SDWLP funding.

B. Scattered Laterals (2024) - Funding

See notes above.

6. WASTEWATER UTILITY: UPDATES AND ACTION

A. Sludge screw press project

Still waiting on part to arrive. Potential to be online by end of the year.

B. Riverside Foods – Mtg Nov 15

Waiting on Riverside Foods to confirm receipt of capital funding to monitor/reduce discharges. Last meeting indication was they had submitted. Next meeting set for November 15.

C. 2024 Budget review

Staff has prepared a preliminary 2024 budget. Budget includes a 4% rate increase to cover 4.6% increase in operational expenditures. This includes a GIS Analyst. The Finance Committee voted to exclude costs for this position from various proposed utility budgets. The Utility Committee vote split.

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

A. Columbus Substation update / progress

Insurance walk around a couple of weeks ago. Costs include \$100,000 in parts with \$10,000 already spent in labor. Insurance originally denied the claim. There is a different insurance company processing the claim now.

B. Tree Trimming Notices – Central (South of 34th between the rivers)

Notices will be sent out soon.

C. Job posting – Line Worker

Posted for a December retirement. Will advertise for an entry level position that will have the candidate go through the 4-year apprentice program, or if they were able to get someone already in the program or with a few years of experience would be a great find.

D. New utility truck update

Original delivery date of September 2023. Updated information shows a March 2024 delivery date. This leads to concerns about ordering future trucks.

E. 2024 Budget review

No rate increase. Revenues are decreasing. Requesting an extra ordinary wage compensation proposal to keep wages competitive amongst other utilities within Wisconsin. The request included the standard 3% wage increase plus an additional 5% increase. The Finance Committee voted on a tiered wage increase with a 4% increase to more senior staff and a 6% increase to newer employees.

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

A. Chemical feed update

Waiting on final WDNR approval. Heavy sampling post installation. Hopefully the Otho phosphate does what it is supposed to do.

B. Tower painting / inspection update

The east tower is painted but temporary brackets were installed to hold the roof in place until a final fix is determined and implemented in 2024 to resolve the roof issue. No budgetary dollar amount has been determined for this repair.

C. 2024 Preliminary Budget review

The proposed Water Utility budget was pretty straight forward. The Capital budget included the installation of the final rack of filtration membrane to be replaced in early 2024. This budget as presented includes part of the proposed GIS Technician position.

D. WDNR 2023 Water Department Sanitary survey

The survey is an audit completed by the WDNR every three years. The WDNR goes through our policies and procedures and takes a look at our operations to determine if there are any significant deficiencies that require immediate attention or areas of improvement that could be made within the day to day operations of the water treatment and distribution process. This year's survey resulted in no significant deficiencies.

E. Fourth Quarter UCMR 5 and PFAS testing

The Water Utility took water samples for the required fourth quarter testing but results were not available at the time of the Committee meeting.

9. STORM WATER UTILITY: UPDATES AND ACTION AS NEEDED

A. Urban Non-point Planning Grant

Will be receiving January 1, 2024.

B. Northeast Lakeshore TMDL

No update.

C. 2024 Budget review

There is no rate increase proposed for the Stormwater Utility despite taking on the funding for street sweeping. This change of task funding is necessary due to the significant shortfall in the proposed Solid Waste budget.

10. SOLID WASTE: UPDATES AND ACTION AS NEEDED

A. North Landfill – WDNR Notice of Noncompliance update

The Consultant is working on a proposal to prepare plans so that the seep can be managed in the future. Hoping to have approved plans such that improvements can be installed in late winter prior to the spring thaw or wait until the site dries up and make the improvements in June or July of 2024.

B. Manitowoc Disposal meeting November 9th

Having a meeting with Manitowoc Disposal to talk about contract extension negotiations.

C. 2024 Budget review

As mentioned within the Storm Water Utility budget update, the proposed Solid Waste budget has seen a decline in revenue and an increase in expenditures, fuel, landfill tipping fees, etc. This also includes potential increases in contracted services provided by Manitowoc Disposal with the extension of the contract. To help balance the budget, street sweeping was shifted over to the Storm Water Utility. The Joint Finance/Personnel and Utilities budget meeting recommended a raise in the garbage sticker fee by \$0.50 (\$2.50 to \$3.00/sticker). The sticker fee has not been adjusted since 2009.

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

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

Proposed for Monday, December 4, 2023, at 5:00 pm prior to Council Meeting

13. ADJOURNMENT: 5:58 pm

A motion was made by Tim Petri to adjourn the meeting, seconded by Darla LeClair. Motion carried. (5:58 pm)