**NOTICE**

**Municipal Services Committee**

**Regular Meeting**

**Tuesday,** July 27th, 2021 **at 5:00 pm**

Meeting will be held in person at the W&L Shop, 15 Old Hwy 92, Evansville, WI. Public may also attend virtually at [meet.google.com/wje-xuct-mbr](file:///\\\\fs01\\cityhall\\Minutes%20&%20Agendas\\Municipal%20Services%20Committee\\2021%20MSC%20Agendas\\meet.google.com\\wje-xuct-mbr), or by teleconference at

+1 (315)-801-9407‬ then enter conference pin: 863 831 330‬#‬‬‬‬‬‬‬‬‬‬‬‬‬‬‬‬‬‬‬‬‬‬‬‬‬‬‬‬

**MINUTES**

1. **Call meeting to order**

Jim Brooks at 5:00 pm

1. **Roll call.**

Committee Chair Jim Brooks, Aldermen Gene Lewis, and Aldermen Ben Ladick. Also, in attendance were: Dale Roberts DPW, Kerry Lindroth W&L, Donna Hammett, Chad Renly, Bill Hurtley, Tim Fischer, Amy Wanek, Brian Berquist Town & Country, Jason Sergeant, and Bill Lathrop.

1. **Civility Reminder**
2. **Motion to approve the agenda as presented.**

Ladick/Lewis 3-0

1. **Motion to waive the reading and approve the minutes as printed from the June 29th, 2021 regular Municipal Services Committee meeting.**

Ladick/Lewis 3-0 with/changes

1. **Citizen appearances other than agenda items.**

* None

1. **Review of sanitary sewer billing adjustments. (Jan, Apr, Jul, Oct)**
   1. **Motion to approve a lawn watering sewer credit for account 29-9010-01**

After review of photos and comments from Renly that the lawn was well enough established to prevent any significant erosion.

Motion to approve a lawn water sewer credit for account 29-9010-01

Ladick/Lewis 0-3 credit denied.

* 1. **Motion to approve a lawn watering sewer credit for account 31-0018-01**

After review of photos taken of the lawn and comments from Renly saying that it was clearly a new lawn being established and the lawn was not established last year. Motion to approve a lawn watering sewer credit for account 31-0018-01

Lewis/Brooks 3-0 Credit approved

* 1. Motion to approve a sewer credit in the amount of $998.30 for account 17-1500-00

Review of account date, motion to approve a sewer credit of $998.30 for account 17-1500-00. Ladick/Lewis 3-0 Credit approved

* 1. **Motion to approve a sewer credit in the amount of $830.80 for account 30-6601-00**

After review of account data and change to credit amount from $833.80 (100%) to $623.10 (75%), motion was made to approve the sewer credit for account 30-6601-00 in the amount of $623.10 Ladick/Lewis 3-0 Credit approved

1. **Director’s Report**
   1. **Parks and Recreation Report**

Upper Park bathroom is up and running now, and there hasn’t any problems so far.

Some reseeding of grass is going on.

* 1. **Water Rate Case (Placeholder)**

Hearing is set for August 25, 2021 at 10:00. Public comment closes on August 30th at 11:59 pm and it will take 2-3 weeks the PSC to finalize the case.

* 1. ~~EPA Water Risk & Resilience Assessment / Emergency Response Plan~~

\*\*\* This was an item left over from the previous month’s meeting and was not intended to be left as a topic of discussion. \*\*\*

* 1. **AMI Project (Placeholder**)
     + 1. **Current AMI count remaining- Elec: 0 Water: 233**

There has been a delay in finishing water meters, due to supply of the communication boxes for the meters, they are 4 months back ordered, we are trying to get some from other sources.

* 1. **Lake Leota Dam Repair Update (Placeholder)**

Renly said that the Historic Committee approved the gabion basket wall to be replaced with concrete with a condition that adverse effect mitigation would be made to include work on other historic buildings within the park. The application will now be going to the State and we are awaiting their comment.

* 1. **Municipal Services building expansion progress report.**

Renly stated that the contract has been approved and will move forward with the building. An amendment was made to the contract to change the substantial completion date to December 31st 2022 and also remove the liquidated damages as the main building structure is not expected to be received until sometime in July or later of 2022.

* 1. **Dog Park Fence Update**

Fence is up and sign is being printed, planning to open Monday August 2, 2021

1. **City Engineer Report**
   1. **Sub-division / Development Update**

Berquist has been working with developers for Settlers Grove subdivision, possible ground breaking in October. Stone Wood Grove subdivision process started, looking a street closer and water/sewer work on Porter Rd.

* 1. **Inflow and Infiltration Study (Placeholder)**

Waiting on a large enough rain event to conduct study.

* 1. **Roadway construction & other project updates. (Placeholder)**
     + **First & Second St Projects**

Work is continuing, crew is now working at the school’s frontage curb & gutter.

* + - **Sidewalks**

Plans started for sidewalk replacement on Madison St

1. **Administrative Staff’s Report**
   1. **Arrears Utility Account Review (Placeholder**)

April total arrearages $193,195.96 30 Days or more past due

End of June arrearage $102,735.00 30 Days or more past due

Beginning of July, we received $12,216.00 from the DOA Energy Asst. to pay off arrearages.

* 1. **Motion to Recommend Two Family Twin Lot Land Divisions on parcels 6-27-533.509, 6-27-533.508, and 6-27-533.518**

Ladick/Lewis 3-0

* 1. **West Side Park Progress (Placeholder)**

Preliminary talks will start with contractor within the next few weeks.

1. **WPPI**
   1. **Amy Wanek – ESR Report**

Still meeting with key energy user accounts in person.

PSC approved the Renewable Energy Rider.

This has lowered the cost to purchase renewable energy.

$2.00 per 300kwh of renewable energy per month for less than 20 blocks

$1.00 per 300kwh of renewable energy per month for more than 20 blocks

Will work with Donna to get out information to customers about changes.

1. **Old Business**

* **Youth Center Update**

The Home Depot independent contractor for the flooring installation requested an asbestos air sample test to be done, before a quote could be given. The test was completed and all levels are below safety requirement standards. Renly sent the results back to Home Depot, but now the contractor has asked about the testing of the floor tiles for asbestos. This had not asked for in the beginning, Renly is waiting for an answer to his question regarding a quote for materials only. The Committee suggested looking into local contractors for additional price quotes.

1. **New Business**
   1. **Maple Hill Cemetery topics for discussion and possible motion to recommend to Council.**

Motion for discussion and possible motion to recommend to Council the increase of fees as follows per Committee discussion:

**Site preparation fees:**

Full burials $700

Cremations $300

**Over Time Charges as follows:**

**Burials after 2pm (This is an existing charge and is not being changed)**

Full Burial $200

Cremations $100

**Burials after 5pm (New Charge)**

Full burials $400

Cremations $200

Additional overtime fees discussed for burials after 5pm is being created to help dissuade late funerals.

**Snow & Frost Charges:**

$300 (this is a combined charge to be applied when one or the other conditions are present to cover the number of staff and equipment hours required.)

Ladick/Brooks 3-0 Motion Approved

A discussion was also had regarding adjacent properties using the cemetery to access the rear of their property. Sergeant stated that according to the City’s Ordinance any entrance or exiting to or from the cemetery must be made through the main gate entrance. This should give the police the direction needed to stop residents from accessing their properties through the cemetery. Another idea to this was to plant arborvitaes along the fence line to detour people from accessing those areas.

1. **Upcoming Meeting Date, August 31st, 2021 at 5:00 pm**,

Possible meeting location change to City Hall

1. **Adjourn**

Ladick/Lewis 6:15pm

James Brooks, Committee Chair

*Please turn off all cell phones and electronic devices before meeting commences. If you have any special accessibility issues, please contact Evansville City Hall at 608-882-2266 prior to the scheduled meeting. Thank you.*