

July 13, 2016

The regular meeting of the New Richmond Utility Commission was held on July 13, 2016 at 7:30 a.m. at the Civic Center.

Pat Becker called the meeting to order at 7:30 a.m.

Members Present: Jerry Frey, Bob Mullen, Dan Casey, and Pat Becker.

A motion was made by Dan Casey to approve the agenda, seconded by Bob Mullen, and carried.

A motion was made by Jerry Frey to approve the minutes of the June 1, 2016 meetings, approve bills and disbursements, seconded by Dan Casey, and carried.

Public Comment:

None

Approval of CMAR Report and Resolution:

The 2015 Compliance Maintenance Annual Report was presented to, and reviewed by the Utility Commissioners. The WWTP received a grade "A" scoring from the Department of Natural Resources. A motion was made by Bob Mullen to adopt the Compliance Maintenance Resolution, seconded by Pat Becker, and carried.

Aug 2nd Customer Appreciation Lunch and National Night Out Update:

Mike Darrow gave a brief update on the New Richmond Utility Appreciation Lunch which will take place on August 2, 2016 from 11:00 a.m. to 1:00 p.m. This will be followed by National Night Out, which will take place from 4:00 p.m. to 6:30 p.m. A small committee led by Weston Arndt is coordinating the events. Staff will have various kiosks. A flyer to inform customers of the events will be included with the July utility statements. In future years, social media resources will be used for advertising.

Public Utility Box Art:

Mike Darrow gave an overview of the art work to be displayed on public utility boxes. The purpose is to create a different small town experience. Cost for the art is approximately \$700.00 per utility box. This includes labor and supplies. Funds would come out of the WPPI Contribution Fund. The City of New Richmond is proposing to have the same art work on benches located downtown New Richmond. Discussion followed concerning the pros and cons of this project. The consensus was to get community input before a motion would be made. The discussion was tabled, and will be brought back to the Utility Commission after community input is received.

Department Reports:

Mike Darrow, Utility Manager:

Mike stated that Aldi's and Taco Bell should be completed by the end of November or the first part of December. R3 Sons, LLC should be completed by the end of the year. Culver's is in the process of purchasing additional land for parking. Additional signage will be posted with directions to the New Richmond Golf Course. Audit books were distributed to Utility Commissioners. A representative from Baker Tilly will report on the audit at the September 7, 2016 Utility Commission meeting. The budget process will begin in August. Budget teams consisting of three members are being created. The teams will consist of a department head from a different department to help get a fresh set of eyes on the budgets. A tour of various facilities will be done the end of August. It will be condensed to one night, involving the Police Department, Public Works, and the Airport. This event, taking place the end of August, will consist of a bus tour viewing areas of construction throughout the city, along with updates given by the heads of various departments. Notifications will be sent out with the specific date. Rae Ann Ailts, Finance Director, was unable to attend

today's meeting. She will give an update at the next Utility Commission meeting in August. Jeremiah Wendt will lead the August meeting, as Mike will be unable to attend.

Bob Meyer, Water Superintendent:

Construction has begun for Aldi's. New water service is in for the sprinkler system and domestic water. Two services were abandoned on Dorset Lane that will not be used. Andrea Meisner, summer help, is doing a good job painting fire hydrants. There are numerous locates. Dave Pufall is being kept busy inspecting the ongoing projects. Meter installs and cross connection inspections continue. The Water Department has begun the process of implementing our new Private Well ordinance, which affects residents with private wells on parcels served by City Water – there is a lot of follow-up on these parcels to ensure compliance. The 2015 Consumer Confidence Report has been submitted to DNR and posted. Lakeside has begun production, resulting in high water usage. The Water Department is still waiting to receive quotes for a new generator for Well #3.

Steve Skinner, Lead Wastewater Treatment Plant Operator:

Time was spent completing DNR reports, including the CMAR report. Greg Hermansen transferred from the Water Department to the Sewer Department. Ongoing training is taking place to help Greg understand and learn about the WWTP. A seal was leaking on one of the main lift station pumps. The Electric Department helped pull the pump. It is temporarily out of service for repairs. The pump should be back online next week.

Tom Rickard, Electric Superintendent:

Work continues on N Starr Ave., Hughes St., and N. Shore Drive. Work will begin soon on East and West River Drive. The Marshall area rebuild is approximately 90% complete. The new extension to Aldi's and Taco Bell will need to be completed soon. Balsam Millwork and Cabinet is expanding, requiring a need for a larger service to be installed. There were a couple of outages on West 8th Street. There is a very old primary in that area which will require rebuilding in the future as time allows. River Falls Utility requested some help due to a pole being hit. Matt Brown took the digger truck to River Falls to assist them with the repair. New service installs continue.

Jeremiah Wendt, Director of Public Works:

Jeremiah introduced Adam Jackson. Adam started working for the Water Department on July 10, 2016. On Monday night, Jeremiah updated the City Council on the Street and Utility projects. Approximately \$50,000.00 per day is being spent on the water, sewer, and street reconstruction projects. A lot of work is currently taking place on these projects requiring Jeremiah's attention. Dave Pufall is working almost full-time inspecting these projects. The cost savings for the City and Utility, opposed to paying an additional person from SEH to do the inspections, is somewhere in the vicinity of \$75,000.00. All water and sewer work has been completed on Paperjack Drive. Curb and gutter is scheduled to begin this week. Paperjack Drive is on schedule to be completed by the end of August. The water and sewer replacement/upgrade is currently underway on N. Starr Avenue. A number of homeowners on N. Starr Avenue are upgrading their water and sewer laterals during this time.

Weston Arndt, WPPI Energy Services Rep:

Absent – no report given.

There being no further business, a motion was made by Bob Mullen to adjourn, seconded by Dan Casey, and carried. The meeting adjourned at 8:17a.m.