

**NEW RICHMOND UTILITY COMMISSION MINUTES**  
**July 10, 2019**

The regular meeting of the New Richmond Utility Commission was held on July 10, 2019 at 8:00 a.m. at the Civic Center.

Mike Kastens called the meeting to order at 8:00 a.m.

Members Present: Bob Mullen, Mike Kastens, Gerry Warner, Dan Casey, and Pat Becker.

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

A motion was made by Pat Becker to approve the minutes of the June 5, 2019 meeting, seconded by Gerry Warner, and carried.

A motion was made by Pat Becker to approve June 2019 bills and disbursements, seconded by Gerry Warner, and carried.

**Public Comment:**

None

**Strategic Plan:**

Mike Darrow gave an overview of the strategic plan that was presented to City Council last month.

**Proposed Water & Sewer Rates:**

Rae Ann Ailts thanked everyone for their time devoted to the water and sewer rate study. An overview was given on what has occurred since the start of the water and sewer rate study. Rae Ann reviewed background information, financial reports and explained what the next steps are in the process. Information was presented on what would occur if rates were not increased and maintenance continues to expand. Conversation took place with large customers such as Lakeside Foods. Dan Casey moved to submit an application to the Public Service commission of Wisconsin to request approval of the proposed water rate schedule, seconded by Pat Becker. Roll call Bob Mullen, yes, Mike Kastens, yes, Gerry Warner, yes, Dan Casey, yes, and Pat Becker, yes, unanimously carried.

Pat Becker moved to submit a formal resolution to City Council for approval of the proposed sewer rate schedule, to go into effect November 1, 2019, seconded by Dan Casey. Roll call Bob Mullen, yes, Mike Kastens, yes, Gerry Warner, yes, Dan Casey, yes, and Pat Becker, yes, unanimously carried.

**Electric Department – Truck 36 Replacement:**

Bid requests were for an extended cab model. Ram does not offer an extended cab, and thus submitted alternate bids with a crew cab substitute. Additionally, Ram offered a cab-chassis option as an upgrade to the pickup/box-delete model. Johnson Ford was contacted for a similar upgrade option, with a response that the box-delete would be the same as a cab-chassis model.

Despite the higher cost for the Ram cab-chassis, the alternative bid offers additional cab space with four door crew cab. Additionally, the cab-chassis allows for a 108” service body as compared to a 96” service body on a box-delete model and the Ford F-350. The cab-chassis offers a more robust frame, springs, and thus payload capacity.

Dealer	Model	Service Body	Chassis or Truck Price	Equipment Price	Total
Johnson Chevy	No Bids		N/A	N/A	N/A
Johnson Ford	F-350 Box Delete Extended Cab	Truck Util. Brand FX	\$ 31,103	\$ 16,643	\$ 47,746
Bernard's	3500 Box Delete Crew Cab	Knapheide Truck Util. Brand FX	\$ 31,925	\$ 18,585	\$ 50,510
				\$ 16,643	\$ 48,568
Bernard's	3500 Chassis Crew Cab	Knapheide Truck Util. Brand FX	\$ 32,844	\$ 18,585	\$ 51,429
				\$ 16,643	\$ 49,487

Staff is requesting authorization to accept the quote for the 2019 Ram 3500 Crew Cab 4x4 Chassis at a price of \$32,844 and the service body through Truck Utilities at a price of \$16,643 pickup truck with extended cab and for suitable service body to replace the existing Truck #36. Total price of \$49,487 is below the budgeted amount of \$55,000, which has been allocated from fund reserves.

Gerry Warner moved to accept the quote for the 2019 Ram 3500 Crew Cab 4x4 Chassis at a price of \$32,844 and the service body through Truck Utilities at a price of \$16,643 pickup truck with

extended cab and for suitable service body to replace the existing Truck #36, for \$49,487, seconded by Dan Casey, motion carried.

### **Department Reports**

#### **Jeremiah Wendt, Director of Public Works:**

- Highlighted communication and response from Water Department during the month of June.
- Commended the staff on doing a great job keeping customers informed during the ice pigging and water leaks.

#### **Steve Skinner, Lead Wastewater Treatment Plant Operator:**

- Some breakdowns have occurred at the WWTP. Electric Department helped pull pump #1 from the main lift station. Pump will be taken to Hudson to diagnose motor issue and repair.
- Issues with the Main Lift Station mixer are fixed. Repairs were done in house.
- Ammonia levels continue to be monitored, and remain in the normal range.
- Ordering parts for the control panel on the air compressor in the digester building.
- A meeting with Rep. Rob Stafsholt on the Biosolids transportation issue is scheduled for August 1<sup>st</sup>.

#### **Bob Meyer, Water Superintendent:**

- Service main break by The Box Smoke Shop.
- Water main break by Bakken Young Funeral Home.
- Locates continue to keep staff busy.
- Jetting is still in process.
- North Side flushing has been completed.
- A complete drawdown of Tower #1 took place at the end of June for an inspection. Tower is back online.
- Ice pigging is complete on East side of town. Staff recommends ice pigging to continue next year.
- Consumer Confidence Report was mailed out to customers and submitted to the DNR.
- New cabinets and pumps will be installed at the Fox Run Lift Station.

#### **Weston Arndt, Electric Superintendent:**

- Month in Review feedback
  - Congratulations to Gerry Warner on beginning his 33<sup>rd</sup> year as a New Richmond Utilities Commissioner! Thank you for your continued service to the community and our Utilities!
  - Knowles Substation maintenance was completed the week of June 10. Looking at replacement bushings and arrestors on the transformer within the next year.
- June 30 outage – An underground fault in backlot secondary affected 4 customers between – Grand and Greaton. Repairs were made last week.
- Canadian Northern issued approval of our application to bore on 140<sup>th</sup> St. This will allow us to finish the street lighting and enable us to extend three-phase east in the future.
- Pole testing – Karcz Utility Services has indicated to us that they plan to perform pole testing of the 2<sup>nd</sup> of 3 phases this fall.
- Rustic Ridge – Completion of the Rustic Ridge underground system improvements is starting this week.
- Monday, July 15 MEUW electric safety training in River Falls – Aerial equipment focus.
- Several overhead transformers that would need to be refurbished are being sent to B&B transformers to be re-tanked into padmount transformers. We have a greater need for padmounts, and the re-tanked units are about half to a third the cost of new padmount transformers.
- The crew has been working on North Shore Dr street lighting and underground system improvements.
- We've also been focused on completing the Beaver Way street light installation.
- The cloud-based GIS electric map has been activated and we've been using one tablet in the field. After about a week, we find it to be a great use of technology that improves our ability to identify facilities in the field, make updates, and improve efficiency. Kudos to Kyle Wells our GIS analyst for his efforts getting us set up.
- We will utilize Q3 Contracting to install our electric extension in the James Place Phase III development. Xcel Energy utilizes Q3, so they will be installing gas and electric facilities in a joint trench.

#### **Stacie Running, WPPI ESR:**

- Focus on Energy

- Incentives paid January-June, 2019 = \$27,254
- 781 customer incentives
- 457,981 first year kWh savings
- 6,506,351 kWh lifecycle savings
- New Richmond Utilities will be awarded the Smart Energy Provider through the American Public Power Association.
- Utility and Municipal Buildings energy efficiency goal was achieved:
  - 51,490 kWh savings from baseline (2.34%) as of 05/31/2019.
  - We will consider a new resolution with a new goal to begin 06/01/2020.
- Photo shoot rescheduled for 07/24.
- Renewable Energy Reports distributed to community.
- WPPI Governing Body Meeting to be scheduled for September.

**Rae Ann Ailts, Finance Director:**

- Commended office staff on the excellent service in working with customers during electric disconnects.
- Working on the budget – more to come in the weeks ahead.
- Working with EO Johnson, Project Management, on the municipal and utility financial software. July will be spent establishing criteria to be brought forward to software providers. EO Johnson will determine which software providers meet criteria in August, with software demonstrations to take place in September. Goal is to begin moving forward with a new software provider by October or November.
- Financial report will reflect costs of the water main breaks

**Mike Darrow, Utility Manager:**

- Kudos for the great customer service.

There being no further business, Gerry Warner motioned to adjourn, seconded by Pat Becker, and carried. The meeting adjourned at 9:06 a.m.

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Mike Kastens, President

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Gerry Warner, Secretary