

# NEW RICHMOND UTILITY COMMISSION MINUTES

May 1, 2019

The regular meeting of the New Richmond Utility Commission was held on May 1, 2019 at 8:00 a.m. at the Civic Center.

Pat Becker called the meeting to order at 8:00 a.m.

Members Present: Bob Mullen, Mike Kastens, Gerry Warner, and Pat Becker. Dan Casey present via telephone conference call.

A motion was made by Mike Kastens to approve the agenda, seconded by Gerry Warner, and carried.

A motion was made by Gerry Warner to approve the minutes of the April 3, 2019 meeting, seconded by Bob Mullen, and carried.

A motion was made by Bob Mullen to approve April 2019 bills and disbursements, seconded by Gerry Warner, and carried.

## **Public Comment:**

None

## **Water Master Plan:**

The water utility worked with SEH in 2018 to develop a computer model of the water distribution system. This model is used to provide information on the municipal water system, such as available pressure and flow at any given point in the system, and to predict the impact of future capital improvement projects, or developments on the water system. It is a tool for staff and policy-makers to use in making determinations about what development to allow or what improvements to make.

With the Water Model now completed, staff is proposing to use the information gleaned from that model to develop a Water System Master Plan. The Master Plan would evaluate the model information and develop specific recommendations to accommodate both the existing demands on the system as well as potential future development. These recommendations would inform the Capital Improvement Plan in future years. SEH has provided a proposal for the Water System Master Plan for a fee not to exceed \$22,300. Funds for this project would come from reserves on hand. Bob Mullen moved to approve the Water System Master Plan with SEH, not to exceed \$22,300, seconded by Gerry Warner, and carried.

## **Department Reports**

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

Not present.

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

- Spring equipment cleaning is complete.
- Gravel bed nursery is full of trees.
- The WWTP is back within permit regulations for ammonia levels.
- Meeting weekly with Biosolids to look at transporting equipment to haul smaller loads.
- Steve is working to set up a time to meet with district legislators to make them aware of the Biosolids hauling issue. Biosolids is looking for their endorsement at the State level if a law change will be required. Rae Ann asked if anyone would be attending Legislative days in May.
- Greg Hermansen & Steve Skinner will be testing for DNR certification today.

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

- Busy with locates.
- Main break on East 2<sup>nd</sup> was recently repaired.
- Repaired service leak on Wheatfield Lane.
- Meter & Cross connection inspections continue.
- Flushing mains will start on Monday.
- Jet truck is in need of repairs –jet truck is 16 years old.
- Adam Jackson will be doing project inspections.
- Emergency Response Plan is almost complete – due to DNR by June 1<sup>st</sup>.
- Repairing curb stops

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

- We had a couple secondary outages due to failed underground. A failed cutout on N. Dakota.
- As ground thawed we were able to repair most of the URD faults.

- April 11 outage – the pole on E 6<sup>th</sup> St in the Cedar Ct area was a pole that was tested last summer. It was a reject, but not a danger rated pole. The heavy wind load caused the pole to break, one conductor contacted a tree and burned off, causing the outage. The remaining conductor and neutral wires held the pole up. The crew did a great job of responding, assessing, and safely restoring power in some extreme elements.
- As part of the underground fault repairs, we rented a mini-excavator from Express Rental. We feel that this equipment could be a great asset to our department and would make our work more efficient, while reducing our impact on the lawns of residents and businesses. Dave Pufall and I plan on renting a few different sizes and will look to jointly pursue either through purchase or a lease.
- Truck 36 Replacement Bid Update – While working on bids, we were encouraged to consider a 1 ton vs ¾ ton. Existing truck GVW was 8,200 lbs, capacity was 8,800 lbs. Requested updates from dealers. Ram 2020 pricing should be available soon.
- Began to plow in secondary services.
- Growth Strategy Meeting – Thursday May 2.
- Reconductor a section of overhead line on East First St due to the load growth east in the Fox Run and Whispering Prairie developments – Thursday afternoon
- School Safety Day – We will support the fourth grade safety day immediately following the commission meeting.
- Truck Inspections were completed. Dielectric tests were satisfactory. A few minor repairs were recommended.
- Rubber goods testing was performed on all of our insulating blankets, cover-up, hot sticks, etc.
- Darren O’Flanagan is attending Underground School – MEUW.
- MEUW Arc Flash Training in River Falls – May 30.
- Transformer and street light cabinet relocation performed on Knowles – Raedeke Quadruplex.
- MEUW Annual Conference- May 15-17 Lake Lawn Resort – Delavan, WI .
- WPPI Orientation June 6, Sun Prairie, WI.
- WPPI Annual Meeting September 19 and 20, Elkhart Lake, WI.
- Wes highlighted the flexible work schedule.

Thomas Weinmeyer, the new City Council member was introduced.

**Stacie Running, ESR:**

- Focus on Energy – May report not yet released.
- Thank-a-Lineworker Coloring Contest Winners received a \$25 Chamber Gift Certificate.
  - Kaelyn (age 10)
  - Trennon (age 8)
  - Madeline (age 6)
- NRU/WPPI
  - Growth strategy discussion with WPPI – Thursday, May 2 from 8-11.
    - Dave Krause, Lauri Isaacson, Chris Chartier, Tom Paque & Tom Hanrahan.
  - Photography Project with Brooke Ringdahl – Monday, June 24 from 10am to 2pm (approx.)
  - HS Scholarship Award Ceremony – Friday, May 24.
  - Orientation to WPPI – Thursday, June 6; 8:30 breakfast – 12 lunch.
- Customer Updates:
  - Westfields NCDA and Focus Design Assistance Program
    - WPPI Energy and Westfields met (virtually) in April to review plans for the 35,000 sq. ft. primary care facility build.
    - Intent of the process is to explore and quantify a number of alternate envelope, lighting and mechanical systems with the goal of selecting design strategies that demonstrate the highest value.
    - Energy analysis results may be used to form the basis of custom incentives from Focus on Energy and New Richmond Utilities/WPPI Energy.
  - Lakeside Foods customer recognition:
    - Notified Greg Severson of our desire to highlight their business.
    - Currently working to coordinate a time to meet to move this forward.
  - Dance Explosion NCDA
    - Application for the NCDA program approved and Dance Explosion and Derrick Construction have received our report of efficiency recommendations.
    - Groundbreaking for new studio will be 05/08 @ 10:00 am.
  - Several customers have taken action following receipt of the Business Energy Reports.
  - Johnson Ford check presentation on Friday, May 3 @ 1:00 pm.

- Water & Wastewater demonstrations at the schools May 7, 17, 22, 30.

**Rae Ann Ailts, Finance Director:**

- In late March, New Richmond Utilities was notified by the Public Service Commission of the need to participate in an electric billing audit. This required a response to approximately 28 questions. Answers, along with documentation have been submitted to the PSC.
- Water & Sewer rate study continues. Staff will be meeting with commercial customers in May. An informational open house for residential customers will be held on June 5<sup>th</sup> and June 19<sup>th</sup>.
- The winter moratorium ended April 15<sup>th</sup>, resulting in 38 electric disconnections.
- All Staff Day was held last Friday.
- On June 12<sup>th</sup>, the City will be hosting a remembrance ceremony in honor of the 120<sup>th</sup> Anniversary of the New Richmond Cyclone.
- Discussion on 2020 Budget will begin in May.

**Mike Darrow, Utility Manager:**

Not present.

There being no further business, Gerry Warner motioned to adjourn, seconded by Mike Kastens, and carried. The meeting adjourned at 8:35 a.m.

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Pat Becker, President

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Gerry Warner, Secretary