

## Minutes of the Oconto Utility Commission held on August 20<sup>th</sup>, 2018

“Unapproved”

- 1.) Call meeting to order by President Schreiber at 5:00 p.m.
- 2.) Roll Call Members Present: Earl Uhl, Al Schreiber, & Steve VanCampenhout. Excused: Ron Filz & Brian Vandenlangenberg. Others Present: Jeremy Wusterbarth, Adam Filz, & Colt Schwaller.
- 3.) Approval of agenda: **Motion by Uhl second by VanCampenhout to approve of the agenda as presented.** **3 ayes M/C**
- 4.) Approval of meeting minutes from 7/2/2018: **Motion by VanCampenhout second by Uhl to approve of the meeting minutes from 7/2/2018 as presented.** **3 ayes M/C**
- 5.) Public Input: None.
  
- 6.) Correspondence:
  - a.) Electrical Costs: No changes.
  - b.) WWTP Monthly Flows: There is a noticeable difference after the McDonald St project. Noticing a 60,000–65,000 gallons per day difference with changing out the mile of sewer piping. It was an old concrete pipe, so it was taking in large amounts of clear water from sump pumps.
  - c.) Septic Hauler Comparison: No changes. Will be putting up a camera system at the septic hauler station to make sure we are getting all the tickets from the septic haulers that we should be getting. Will also be changing the contracts for the septic haulers for 2019 to help make sure they are reporting accurate numbers.
  - d.) Utility Report: No changes currently. A lot of rental houses in the city recently came under new ownership and are being fixed up and ready to rent out again. This should bring in more revenue at the end of this year.
  - e.) Update on Construction Projects: McDonald St is in the process of being finished up. Next week Monday the landscaping is planned to be completed. Thursday the lining under the railroad will be finished. The entire McDonald St project is scheduled to be completed in full by the end of next week. Lindsey Ave underground work is finished as of last week. Wednesday the new road base will be cut. Washburn Ave underground work is scheduled to be completed by Friday. Blacktop, curb, and gutter for both to be completed in the next two weeks.
  
- 7.) Discussion/Recommendation/Action on the Following:
  - a.) Approve pay request #5 from Dorner Inc. for the McDonald St reconstruction. **Motion by Uhl second by VanCampenhout to approve pay request #5 from Dorner Inc. for the McDonald St reconstruction in the amount of \$483,296.53.** **3 ayes M/C**
  - b.) Approve pay request #1 from Peter’s Concrete Inc. for the Lindsey/Washburn reconstruction. **Motion by VanCampenhout second by Uhl to approve pay request #1 from Peter’s Concrete Inc. for the Lindsey/Washburn reconstruction in the amount of \$195,636.97.** **3 ayes M/C**
  - c.) Approve upgrade to the First St lift station in the amount of \$93,983.00: Jeremy and Adam Filz introduced and explained the First St lift station upgrade project. The lift station was put in in the 80s. One pump is completely down. To change a pump, the lift station will need to be completely removed. Safety is the number one main concern regarding this needed project. Instead of it being underground, it will be above ground which will be easier to access and work with. With the second benefit being increased efficiency. The cost will be coming out of the equipment replacement fund. Will need to go to Council tomorrow night. **Motion by Uhl second by VanCampenhout to approve upgrade to the First St lift station in the amount of \$93,983.00.** **3 ayes M/C**
  - d.) Approve to move forward with a 3% simple rate increase for both water and sewer: It’s been about 8 years since we had our last increase in rates. The auditors have been telling us for the past 3 years to do a simple rate increase, but we did not feel it was necessary. It may be time now for this increase. The sewer increase only needs to be approved by the OUC, while the water rate increase will need to be applied for through the PSC. The process is rather simple. An upgrade in the water department that is being looked at is a meter upgrade, with that last one being about 14 years ago. Meter radio head

batteries have a life of about 12 years, so we are over that already. We have been looking into smart meter technology that would be able to be read on demand here in the office with real time data. Also looking at going to monthly billing in 2019, which should be beneficial for customers. **Motion by VanCampenhout second by Uhl to approve to move forward with a 3% simple rate increase for both water and sewer.** 4 ayes M/C

**\*\*NOTE: Ron Filz arrived at 5:25 p.m.\*\***

- 8.) Approval of Accounts Payable from June 1<sup>st</sup> to June 30<sup>th</sup>, 2018 in the amount of \$298,624.37, and July 1<sup>st</sup> to July 31<sup>st</sup>, 2018 in the amount of \$194,144.64: **Motion by Uhl second by Filz to approve of the Accounts Payable from June 1<sup>st</sup> to June 30<sup>th</sup>, 2018 in the amount of \$298,624.37, and July 1<sup>st</sup> to July 31<sup>st</sup>, 2018 in the amount of \$194,144.64.** 4 ayes M/C
- 9.) Revenue & Expenditure Guidelines from 2018: Reviewed revenue & expenditure guidelines from 2018 as presented. Jeremy reminded everyone that the contractual costs for reconstruction projects come out of account #610-57651-204 on page 6, so it will show a negative number until the end of the year when it gets put back in from the bonding money. **Motion by Uhl second by Filz to approve the Revenue & Expenditure Guidelines from 2018.** 4 ayes M/C
- 10.) Next Meeting Date & Time: Monday, September 10<sup>th</sup>, 2018 if needed. Pay request may need to be approved for Lindsey/Washburn Ave.
- 11.) Adjournment: **Motion by Uhl second by VanCampenhout to adjourn @ 5:45 p.m.** 4 ayes M/C

Meeting minutes submitted by:  
Brittney Bickel  
Utility Clerk