



**CITY OF RIVER FALLS WISCONSIN
UTILITY ADVISORY BOARD AGENDA
CITY HALL – COUNCIL CHAMBERS
June 17, 2019**

The regular meeting of the River Falls Utility Advisory Boards was called to order by Utility Advisory Board Chair Adam Myszewski at 6:30 p.m.

Utility Advisory Board Present: Adam Myszewski, Scott Morrissette, Patrick Richter, Mark Spafford and Tim Thum

Utility Advisory Board Absent: Kevin Swanson and Kellen Wells-Mangold

Staff Present: Utility Director Kevin Westhuis; Utility Administrative Assistant Lanae Nelson; Wastewater/Water Superintendent Ron Groth; Electric Operations Superintendent Wayne Siverling; Conservation & Efficiency Coordinator Mike Noreen; Finance Director/Controller Sarah Karlsson

Approval of Minutes:

Regular Meeting Minutes: 05-20-2019

MSC Morrissette/Richter approve minutes. Unanimous.

CONSENT AGENDA:

Acknowledgment of the following minutes:

West Central Wisconsin Biosolids Facility Commission: 04-18-2019, 04-25-2019 and 05-02-2019

POWERful Choices Committee Meeting: 05-09-2019

MSC Thum/Richter approve minutes. Unanimous.

NEW BUSINESS:

Ord. No. 2012-01, § 1, 1-24-2012; Ord. No. 2018-12, § 1, 8-28-2018, Election of Utility Advisory Board Officers

Utility Director Westhuis introduced annual election of the Utility Advisory Board Chair and Vice Chair offices.

Board Chair Myszewski opened nominations for Board Chair. MS Thum/Richter to move for the nomination of Myszewski. Myszewski asked for a vote on the nomination. The nomination passed unanimously; Myszewski was elected as Board Chair.

Board Chair Myszewski opened nominations for Vice Chair. MS Morrissette/Myszewski to move for the nomination of Richter. Myszewski asked for further nominations; there were none. Myszewski asked for a vote on the nomination. The nomination passed unanimously; Richter was elected as Vice Chair.

Resolution No. 2019-06 – Authorizing Release of Easements at Lot 10, 11, and Outlot 1, Plat of Shopko Northside, Second Addition

Westhuis reviewed the need to authorize the release of Easements at Lot 10, 11, and Outlot 1, Plat of Shopko Northside, Second Addition. The property is in the original ownership. It has not closed yet, and there is not a certified survey map to amend the removal of these easements. The prospective buyer will not be able to close on the property unless the encumbering easements are removed. Currently, the easements have the property as undevelopable. Removal of the easements will allow for a potential

development on this site. If this resolution is approved, it will move to City Council next week and then close at the end of the month.

There was some discussion from the board. Morrissette mentioned the map doesn't have the acreage of each parcel and there is a big topography to the property. In its current form, the land is not saleable. Westhuis and Morrissette reviewed that having a detention pond area would clear the site to accommodate a larger building to be built. Morrissette sees the accommodation to the seller to develop this area as a positive and would endorse it at the City Council level too.

MS Morrissette/Thum moved to approve the resolution. As there was no further discussion, Myszewski asked for a vote. The resolution passed unanimously.

Resolution No. 2019-07 – Review of Wastewater Treatment Plant 2018 Compliance Maintenance Annual Report

Westhuis and Wastewater/Water Superintendent Ron Groth presented a brief overview of the 2018 Compliance Maintenance Annual Report (CMAR). This is an annual self-evaluation report which evaluates the City's wastewater treatment system and is reported to the Wisconsin Department of Natural Resources (DNR).

Groth reviewed the City's Waste Water Treatment Plant (WWTP) graded at 3.76 on a scale of 4.0. We are currently in the process of engineered design to upgrade the aeration system to increase the influent Biochemical Oxygen Demand (BOD) loading for the plant. Our score is a positive reflection on the effects of our wastewater treatment plant crew and our water/sewer operations.

The UAB is requested to approve the 2018 CMAR resolution requesting the City Council approve and authorize it to be submitted to the DNR. The City Council will review the report on June 25, 2019, meeting.

MS Richter/Morrissette moved to approve the resolution. As there was no further discussion, Myszewski asked for a vote. The resolution passed unanimously.

REPORTS:

2018 Annual Consumer Confidence Report (CCR)

Wastewater/Water Superintendent Groth presented 2018 Annual Consumer Confidence Report (CCR). This water quality report is required by the federal government and is reported to the Wisconsin Department of Natural Resources (DNR) and is distributed consumers' information. It shows that the water quality in River Falls is safe, consistent, and meets or exceeds the required guidelines.

Westhuis also mentioned that the Water Department has started hydrant flushing. Hydrant flushing information has been posted in the newspaper, website and the RFMU Facebook page. DNR requires hydrant flushing to be done annually. There are three reasons why it is imperative to flush out hydrants, to remove sediment out of the water main systems, properly maintain the water valves, and to ensure to the Fire Department knows that the hydrants are working properly.

Focus on Energy Year-To-Date Report

Conservation & Efficiency Coordinator Mike Noreen reviewed the utility incentive and saving programs. The City has put \$58,692.41 back into the community from Focus on Energy. Annually, RFMU sent out just over \$50,000. Municipal utilities and investor owned utilities are required by law to collect approximately \$16 per meter per year to help fund this program. Half the money goes to low-income and the other half goes to conservation and efficiency and renewable energy.

Electric Cost of Service Update Report

Westhuis reviewed the projected Power Cost and Sales Revenues Study Report for the next five years. There has not been a cost of service study or rate evaluation and increase for the City since 2008 to the

most rate adjustment was in 2001. At the next UAB meeting there will be a new business item for this Electric Cost of Service Study.

Finance Report

Finance Director/Controller Sarah Karlsson gave a brief overview of the finance report; which was included in the packet.

Utility Dashboards

The 2019 May utility dashboards of Electric, Water, Wastewater Treatment Plan and POWERful Choices! were included in the UAB packet for review.

Monthly Utility Report

The 2019 May monthly utility reports were in the UAB packet for review.

ANNOUNCEMENTS:

Electric Highview Meadows Severe Storm Outage Overview on May 21-22, 2019

Electric Operations Superintendent Wayne Siverling reviewed the Electric Severe Storm Outage Overview on Highview Meadows. The Electric crew was called in around 10:45 p.m. on May 21, and it took about 18 hours for the outage to be restored and affected 260 customers. The Electric Department was also working with Wastewater/Water Superintendent Groth and his departments on restoring the lift stations and generators.

RFMU Customer Feedback

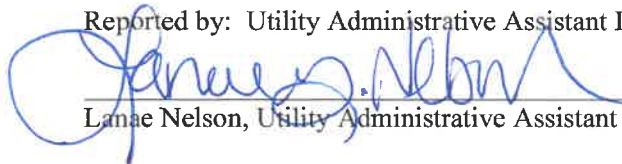
Westhuis reviewed customer feedback on the Utility departments and how dedicated the staff is. He gave examples of staff's customer service from utility bills, AMI installations, and electric outages.

ADJOURNMENT:

MSC Morrissette/Richter to adjourn. Unanimous.

Myszewski announced meeting adjourned at 7:37 p.m.

Reported by: Utility Administrative Assistant Lanae Nelson



Lanae Nelson, Utility Administrative Assistant