



**CITY OF RIVER FALLS WISCONSIN
UTILITY ADVISORY BOARD AGENDA
MEETING MINUTES
AUGUST 15, 2022**

The meeting was called to order by Utility Advisory Board Chair Kellen Wells-Mangold at 6:30 p.m.

Utility Advisory Board Present: Nick Carow, Adam Gierl, Mark Spafford, Tim Thum and Kellen Wells-Mangold

Utility Advisory Board Absent: Chris Lick

Staff Present:

Utility Director Kevin Westhuis; Wastewater/Water Superintendent Dean Seemuth; Utility Administrative Assistant Lanae Nelson and IT Specialist Jonathan Thoen

Approval of Minutes:

Meeting Minutes: 07-18-2022

MSC Gierl/Spafford approve minutes. Unanimous.

CONSENT AGENDA:

Acknowledgment of the following minutes:

West Central Wisconsin Biosolids Facility Commission: 07-21-2022

Utility Director Westhuis and Wells-Mangold spoke on the City's Non-Renewal Letter sent to the WCWBF Commission board, mutual aid and Mondovi's one-year Contract-Extension.

MSC Gierl/Carow approve minutes. Unanimous.

NEW BUSINESS:

Resolution 2022-05 – Approving the Contract for Wastewater Treatment Facility Biosolids Dewatering and Drying Design Services

Westhuis presented the recommendation of the Wastewater Treatment Facility Biosolids Dewatering and Drying Design Services. He reviewed the five proposals received, process of reviewing, scoring and the decision for selecting Strand Associates, Inc.

Ayres Civil/Municipal Engineer Kristy Treichel and Ayres Architect Mark Paschke commented on their bid and partnership of their subcontractor Applied Technologies Incorporated (ATI).

Westhuis, Water/Wastewater Superintendent Seemuth and the board discussed further on the bid matrix process, financial considerations, contracts, City's CIP, working history of the companies in the bids and selection process.

MS Carow/Thum moved to approve the resolution. Wells-Mangold asked for any further discussion.

Motion by Wells-Mangold for an amendment to the resolution, requesting the City Administrator to negotiate a contract not to exceed \$550,000 for design of the biosolids dewatering and drying facility for the River Falls Wastewater Treatment Facility (WWTF) with Strand Associates, Inc. Should a satisfactory contract not be agreed upon, staff will revisit the bids, re-evaluate, and make

a new recommendation.

Wells-Mangold asked if there was further discussion on the amendment. Thum/Gierl moved to approve the amendment. As there was no further discussion, Wells-Mangold asked for a vote on the amendment proposed. Amendment passed unanimously.

Resolution 2022-06 – Regarding CORE Fee Reimbursement and Option for River Falls Non-Resident Utility Customers

Westhuis presented the recommendation that the UAB advise City Council to authorize CORE fee account refunds to River Falls Non-Resident Utility Customers. Staff reviewed this issue with the City Attorney. The established fee is \$1.25 a month to cover the cost of services, and was established in August 2018. Staff stopped charging non-resident customers the fee as of the July 2022 billing cycle which started late June. The impacted Non-Resident Utility Customer refund would not-to-exceed \$60.00 for each impacted customer. Westhuis reviewed the established fee pays for services of the spring and fall cleanup events, annual electronic recycling event and the compost site.

Staff is recommending the fee paid by non-resident customers be refunded to them by a utility account credit and give these account holders an option to enroll in the CORE fee program if they wish. There are 322 eligible customers.

The board discussed reimbursement, CORE fee program services and the City Attorney recommendation.

MS Gierl/Carow moved to approve the resolution. Wells-Mangold asked for any further discussion. Spafford not in favor of the reimbursement to the customers that used the services.

As there was no further discussion, Wells-Mangold asked for a vote. It passed 4-1 with Carow, Gierl, Thum and Wells-Mangold in favor and Spafford voting against.

REPORTS:

Finance Report

Westhuis gave a brief overview of the finance report, which was included in the packet. He reviewed last years numbers in comparison to this year's.

Westhuis and Seemuth discussed irrigation water pressure in the Highview Meadows and Boulder Ridge areas.

Utility Dashboards

The 2022 July utility dashboards were included in the packet. Westhuis reviewed the Wisconsin Department of Health Services August 2022 River Falls Wastewater SARS-CoV-2 Report was included.

Monthly Report

The 2022 July monthly utility reports were in the UAB packet for review.

ANNOUNCEMENTS:

City of River Falls Municipal Utilities Customer Appreciation Event is August 18, 2022, at City Hall from 4 – 6 p.m.

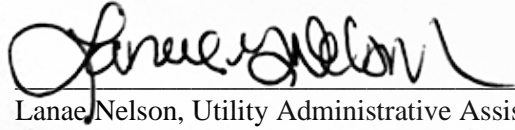
Wells-Mangold asked if updates on the dams with fundraising and Westhuis said no. He commented that United States Army Corps of Engineers has asked the City if they want to do a study.

ADJOURNMENT:

MSC Carow/Thum to adjourn. Unanimous.

UAB Chair Wells-Mangold announced meeting adjourned at 7:19 p.m.

Reported by: Utility Administrative Assistant Lanae Nelson

A handwritten signature in black ink, appearing to read "Lanae Nelson", written over a horizontal line.

Lanae Nelson, Utility Administrative Assistant