

**Village of Weston, Wisconsin
OFFICIAL MEETING AGENDA OF THE PUBLIC WORKS COMMITTEE**

Monday, August 13, 2018, at 4:30 p.m.

AGENDA ITEMS.

1. Meeting called to order by Chairman Ziegler.
2. Welcome, introductions and acknowledgement of guests.
3. Roll Call by Recording Secretary.

Roll call indicated 4 Property & Infrastructure Members present.

<u>Member</u>	<u>Present</u>
Ziegler, Jon	Yes
Hubbard, Tom	Yes
Jensen, John	Yes
Ostrowski, Kevin	No (Excused)
Priebe, Matthew	Yes

Village staff present were Keith Donner, Michael Wodalski, Sherry Weinkauf, Renee Hodell, and Donna Van Swol. Also present was Loren White.

4. Approval of minutes from previous meeting: June 11, 2018.

****M/S/P Hubbard/Priebe: to approve the minutes from the meeting of June 11, 2018 as presented.***

Yes Vote: 4 No Vote: 0 Abstain: 0 Not Voting: 0 Result: Pass

<u>Member</u>	<u>Present</u>
Ziegler, Jon	Yes
Hubbard, Tom	Yes
Jensen, John	Yes
Ostrowski, Kevin	-
Priebe, Matthew	Yes

5. Public Comments. None.

6. Approval of permits and applications.

****M/S/P Jensen/Priebe: to approve water/sewer permits 201800822, 201800824, 201800826, 201800741, 201800829, 201800893, 201800902, 201800945, 201800956, 201801018, 201801019, 201801020, & 201801061.***

Yes Vote: 4 No Vote: 0 Abstain: 0 Not Voting: 0 Result: Pass

<u>Member</u>	<u>Present</u>
Ziegler, Jon	Yes
Hubbard, Tom	Yes
Jensen, John	Yes
Ostrowski, Kevin	-
Priebe, Matthew	Yes

ACKNOWLEDGE WORK PRODUCT TRANSMITTALS. None.

EDUCATIONAL PRESENTATIONS & REPORTS.

7. Update on Water and Sewer Rate Increases – Sewer Rates, Proposed Water Rates, Estimated Bills for Largest Customers and Typical Customers. Donner reported with the committee not having a meeting in July, the resolution to increase sewer rates was put on the village board agenda and was adopted. The sewer rate increase is 15%. The recommended implementation date is September 1 or the implementation date of the water rate increase whichever is later.

On August 1 at 2:00 p.m. the PSC conducted a telephonic public hearing for the water rate increase. Weston staff was present and about 12 attendees. People are allowed to make comments into the docket prior to the public hearing. There were three comments entered into the docket prior to the public hearing. Also, a couple of people made comments directly to the village. There were six people who gave testimony at the public hearing. The process lasted approximately 1 hour. We are anticipating getting the rate order this week from the PSC. Staff proposes we make the new rates effective September 1.

The proposed rate increase was reviewed with the Committee. For the industrial customer classification, the impact is about 22%. There is a higher rate increase being applied to the higher consumption blocks. There was communication sent to the larger customers and we acknowledged that there is an element of “rate shock” going into a double-digit rate increase. Going forward we are looking at more frequent smaller rate increases rather than waiting 5 – 10 years to make an adjustment to rates.

Priebe asked how the telephonic hearing went and what the tone was for the customer’s in attendance. Donner explained the people who were in attendance and made comments generally that they did not want a rate increase at all. The feedback received from the rate analyst and financial consultant, after the hearing, was they have heard this type of testimony before.

There was a customer in attendance who asked about the effect of taking away the sewer adjustment for lawn watering and how that has reflected in sewer revenues. Our philosophy is to try and conserve water or, if you are going to irrigate, to incentivize customers to install a second water meter. They can evaluate the economics of installing a second water meter on their own.

A customer questioned if the proceedings were just a formality and that any comments taken wouldn’t be considered. Donner thought for any comments taken at that point they would have to be significant because there is plenty of time when people can provide input prior to the hearing date.

Donner added someone asked if some of the utility funds were used for other purposes. The answer is generally no, with the exception of the PILOT (Payment in Lieu of Taxes) for the Water Utility. This has been done by Wisconsin Water Utilities dating back to 1914. Before the rate increase it amounted to about 20% of our revenue. The amount is based on assets in the ground, well houses, water towers, etc. The property tax formula is used to calculate what that amount is. There is a page in the PSC annual report that we put together every year going through the calculation.

****M/S/P Priebe/Jensen: to acknowledge materials presented regarding the Water and Sewer Utilities rate increases.***

Yes Vote: 4 No Vote: 0 Abstain: 0 Not Voting: 0 Result: Pass

<u>Member</u>	<u>Present</u>
Ziegler, Jon	Yes
Hubbard, Tom	Yes
Jensen, John	Yes
Ostrowski, Kevin	-
Priebe, Matthew	Yes

- 8. **Water Bond for Meter Project.** Donner reported the recommendation as we undertook the meter replacement and automated reading project was that we would issue a revenue bond to finance that project. Ehlers recommends we issue revenue/refunding bond to refinance existing debt and finance the meter project. That process would be starting up in September. We would be including an amount for the water meter project of about \$1M and money for the test well would likely be included in the borrowing.
- 9. **50 Year's of Service Award from American Water Works Association for Weston Water Utility.** Donner reported we received a plaque for acknowledgement for our 50 years of service of providing safe potable water to the Town/Village of Weston.

POLICY DISCUSSIONS AND RECOMMENDATIONS.

- 10. **Recommend Proceeding with Test Well.** Donner reported among some of the things to be done as part of our water system evaluation was an evaluation and preliminary design of well 7. AECOM wants to proceed with the test well evaluation early in the process. AECOM solicited proposals from three firms and received two proposals. The low proposal was from Municipal Well & Pump in the estimated amount of \$89,688. Donner recommended allowing for contingencies of about 10% or \$100,000 since it is a unit cost proposal.

****M/S/P Priebe/Hubbard: recommend to the Board of Trustees to award the contract for test well pumping at the Yellow Banks Park site to Municipal Well & Pump of Waupun in the estimated amount of \$89,688.***

Yes Vote: 3 No Vote: 0 Abstain: 1 Not Voting: 0 Result: Pass

<u>Member</u>	<u>Present</u>
Ziegler, Jon	Yes
Hubbard, Tom	Yes
Jensen, John	Abstain
Ostrowski, Kevin	-
Priebe, Matthew	Yes

- 11. **Recommendation on Disposal of Surplus Property – Brass Water Meters.** Joint Employee Management Committee (JEMC) members Weinkauff and Hodell supported the recommendation outlined in the request for consideration. Donner reported it is a question of how we dispose of these brass water meters. There is going to be a valuation of over \$7,000 at scrap price and the JEMC thought it would be best to put them out for auction. This process is outlined in an ordinance for disposal of property which goes through the Public Works Committee.

****M/S/P Jensen/Priebe: recommend to the Board of Trustees to approve the proposal to dispose of the brass water meters by auction on the state's surplus property site as recommended by the joint employee management committee.***

Yes Vote: 4 No Vote: 0 Abstain: 0 Not Voting: 0 Result: Pass

<u>Member</u>	<u>Present</u>
Ziegler, Jon	Yes
Hubbard, Tom	Yes
Jensen, John	Yes
Ostrowski, Kevin	-
Priebe, Matthew	Yes

RESOLUTIONS/ORDINANCES.

12. Resolution No. 2018-041 – Approving the North Central Wisconsin Stormwater Coalition

Cooperative Agreement. Wodalski reported since about 2004 the village has participated in the North Central Wisconsin Stormwater Coalition communities of the Wausau urban area and the Wisconsin River basin. This group falls under the DNR’s WPDES permitting requirements. This group gets together and join forces to have joint educational outreach opportunities as well as hiring consultants as needed for ordinance update reviews. The resolution is to continue this partnership with Marathon County, Baraboo, Marshfield, Merrill, Mosinee, Schofield, Stevens Point, Wausau, Wisconsin Rapids, Kronenwetter, Rothschild, and the Town of Rib Mountain for another five years (February 1, 2019 – January 31, 2024).

****M/S/P Ziegler/Jensen: recommend to the Board of Trustees to approve Resolution No. 2018-041, to renew the Village of Weston’s membership in the North Central Wisconsin Stormwater Coalition at an approximate cost of \$2,000/year.***

Yes Vote: 4 No Vote: 0 Abstain: 0 Not Voting: 0 Result: Pass

<u>Member</u>	<u>Present</u>
Ziegler, Jon	Yes
Hubbard, Tom	Yes
Jensen, John	Yes
Ostrowski, Kevin	-
Priebe, Matthew	Yes

FUTURE ITEMS.

13. Next meeting date(s):

- | | |
|---|---------------------------------|
| a. Friday, August 24, 2018 @ 8:00 a.m. | Board Retreat re: Budget |
| b. Monday, September 10, 2018 @ 4:30 p.m. | Regular Meeting |
| c. Monday, October 8, 2018 @ 4:30 p.m. | Regular Meeting |
| d. Monday, October 29, 2018 @ 6:00 p.m. | Special Budget Meeting |
| e. Monday, November 12, 2018 @ 4:30 p.m. | Regular Meeting |
| f. Monday, December 10, 2018 @ 4:30 p.m. | Regular Meeting |

14. Topics for future meetings.

- a. 2019 Budget.
- b. 2019 – 2023 CIP Budget.
- c. Utility disconnect notice and procedure.

15. Remarks from staff. Donner reported we had encountered some leaking broken water valves in Rothschild that needed to be replaced as structures are being adjusted for some street overlay work. We also had some problems with communication with Rothschild.

Donner added last Tuesday we discovered a virus on our computer server. It appears to be resolved.

Priebe questioned the number of water meters that still need to be changed in the system (150+). Donner thought there was about 50 meters still needing to be changed. It is difficult with scheduling, village staff is changing meters larger than 1 inch, and we are short staffed with vacations. We did not want to keep the contractor here for so few meters to change. Donner added we can turn their water service off if the customer is being uncooperative.

Wodalski reported starting tomorrow the chip seal project will begin and should be done by the end of the week. The GSB sealing was completed last week.

Hubbard asked if the punchlist has been resolved with the Mesker lift station? Wodalski has been trying to get in contact with Becher Hoppe about the punchlist items to find out what they have heard from Haas Construction.

16. Remarks from Committee members. None.

17. Announcements.

a. **September 12, 2018 @ 11:30 a.m. All Staff Luncheon**

18. Adjournment.

Chairman Ziegler adjourned the meeting at 5:02 p.m.

Donna Van Swol, Utility Clerk