

VILLAGE OF MCFARLAND

Public Utilities Committee Minutes

Tuesday June 15, 2021 – 6:00 P.M.

1. CALL TO ORDER, ROLL CALL

The meeting was called to order by Village Trustee and Chairperson Ed Wreh at 6:00 p.m.

Members present: Village Trustee Carrie Nelson, Chris Fredrick, Pauline Boness, Marc Nielsen, Chris Reynolds

Staff present: Jim Hessling (Public Works Director), Aimee Irwin (Assistant to the Director), Lee Igl (Streets & Utilities Superintendent), Tim Stieve (Town & Country Engineering)

2. PUBLIC APPEARANCES

None.

3. APPROVAL OF MINUTES

a. Discussion and action regarding the minutes from the May 18, 2021 Public Utilities Committee meeting.

- Two edits were recommended by committee members.
- Motion by Ed Wreh to approve the minutes with recommended edits. Seconded by Chris Fredrick. Motion passed 5-0-1 with Ed Wreh abstaining.

4. BUSINESS

a. Discussion regarding meter reading and future options.

- Aimee Irwin provided background related to the various meter reading options that have been discussed by the committee. Included within the packet are documents and data that the committee had requested at their May meeting. Steve Dauster with Midwest Meter reviewed the cost estimate to move to a fixed cellular network for meter reading. Irwin provided an estimate of \$6,476.40 for the annual cost of public works staff completing final meter reads along with cycle meter reading. Irwin also provided an email with the Public Service Commission (PSC) related to the construction authorization process that may be required to change from the current meter reading process to the future option.
- Marc Nielsen asked if final reads are required to be done in person. Irwin responded that final reads are not completed in person.
- Ed Wreh asked how many 50W endpoints do we need to visually inspect for reading right now. Irwin stated that while half of our utility customers have 50W endpoints on their meters only 15-20

50W endpoints are currently not functioning. Irwin also stated that the utility adds one to two 50W endpoint failures with each cycle reading.

- Committee members discussed the data provided including current charges for meter reading, the drivers for the possible change, and the last time a major upgrade occurred for meter reading. Committee members recommended bringing data back to the next committee meeting related to why this change is necessary including a risk versus benefit table. Members would also like a timeline of both costs and replacement plans.

b. Update on sewer cleaning and televising.

- Lee Igl provided an update regarding sewer cleaning and televising that Green Bay Pipe & TV has been completing for the Village in 2020 and 2021 which includes about 2/3 of the system. Igl presented a video example of issues found that were repaired throughout the Village.
- Jim Hessling reviewed the chart provided in the packet related to the cost payback in relation to MMSD volume charges.
- Marc Nielsen asked if any discussion has occurred in anticipation of moving up the remaining 1/3 of the contract to this year for possible cost savings. Jim Hessling responded that this has not been discussed at this time.
- Chris Fredrick asked if the sewer cleaning would have an impact on the ongoing Inflow and Infiltration study being conducted by Town & Country Engineering. Tim Stieve stated that this would not have an impact on the study.

c. Discussion and action to make a recommendation regarding the Village of McFarland Risk and Resilience Assessments and Community Water System Emergency Response Plan for EPA.

- Jim Hessling provided background regarding the need for both the Risk and Resilience Assessment and the Emergency Response Plan included within the packet. Hessling stated that these documents are to be updated every five years.
- Motion by Chris Fredrick recommending approval of the Village of McFarland Risk and Resilience Assessment and Community Water System Emergency Response Plan. Seconded by Ed Wreh. Motion passed 6-0-0.

d. Presentation of the Public Works Monthly Report from the Director.

- Jim Hessling reviewed the Public Works Department activities for the month of May.
- Carrie Nelson recommended additional advertising or promotion of the next Public Works Open House event.

- Chris Reynolds asked for additional information related to the Tuesday Public Service Commission public hearing. Jim Hessling stated that the meeting was approximately ten minutes in length with no public comments submitted.

5. SCHEDULE NEXT MEETING DATE

- a. Tuesday July 20, 2021 at 6:00 p.m.

6. ADJOURNMENT

- a. Motion to adjourn by Ed Wreh at 7:44 p.m. Seconded by Chris Reynolds. Motion passed 6-0-0.

Respectfully submitted by Aimee Irwin