

## BLACK RIVER FALLS UTILITY COMMISSION MEETING MINUTES

October 28, 2019

Utility Commission President John Lund called a meeting of the Black River Falls Municipal Utility Commission to order on October 28, 2019 at 4:31 p.m. in the conference room at 119 North Water Street. Commissioners in attendance were Jay Eddy, Pete Olson, Don Mathews, and John Lindahl. Also present were General Manager Casey Engebretson, Office Manager Julie Babcock, Line Foreman Cal Thompson, and Electric Operating Supt. Kevin LaValley..

A motion was made by Commissioner Lindahl and seconded by Commissioner Eddy to approve the minutes from the September 30, 2019 Regular Meeting and the October 2, 2019 Utility Operations Center Committee meeting.

Aye: Lund, Lindahl, Olson, Mathews, and Eddy  
Motion carried.

A motion was made by Commissioner Lindahl and seconded by Commissioner Mathews to approve the accounts payable vouchers; Accounts Payable (CK #35959 - #36046; HC #100332 - #100339) – Totaling \$671,215.92.

Aye: Lund, Lindahl, Olson, Mathews, and Eddy  
Motion Carried.

Julie Babcock reviewed the September 2019 financial statements and arrearages.

Casey Engebretson outlined the schedule for the water rate case public hearing. Notices will be mailed to customers with the October bill in early November. The public hearing is scheduled for December 3, 2019 at 10:00 a.m. at City Hall. Upon PSCW approval, the new rates will take effect on December 26, 2019.

Casey Engebretson informed the Commission that the water and wastewater departments have worked diligently this year on AMI water meter replacements and inspections. They have installed between 600-700 AMI meters in 2019.

Kevin LaValley provided an overview of the runner chest issues on Hydro #3. The casting on the runner chest has been significantly worn due to cavitation. Canadian Hydro is installing a stainless steel sleeve in a different casting to replace the current runner chest. The work is scheduled to take place in December, 2019. The not-to-exceed cost of materials and expenses is approximately \$22,000.

Casey Engebretson provided an update on the new Utility Operations Center. The Committee met on October 2<sup>nd</sup> to review concept designs. The Committee chose an overall design layout and suggested some interior changes. The architect sent a new concept drawing with the suggested changes, which were given to committee members for feedback. The concept design was sent to Miron for a preliminary cost estimate, which is expected to be completed the week of November 4<sup>th</sup>. The Committee has scheduled a meeting for November 13<sup>th</sup> to review the estimate and plan the path moving forward.

A motion was made by Commissioner Lindahl and seconded by Commissioner Mathews to approve a \$500.00 Commitment to Community donation to the BRF Fire Department for radio replacements and a \$2,500.00 Local Energy Efficiency Fund donation to Black River Falls Youth Hockey for a LED lighting retrofit at the Milt Lunda Arena.

Aye: Lund, Lindahl, Olson, Mathews, and Eddy  
Motion carried.

A motion was made by Commissioner Eddy and seconded by Commissioner Lindahl to approve a \$1,000.00 Economic Development donation to the Chamber of Commerce to offset Oktoberfest expenses.

Aye: Lund, Lindahl, Olson, Mathews, and Eddy

Motion carried.

The Commission reviewed six health insurance proposals from four different providers.

A motion was made by Commissioner Mathews and seconded by Commissioner Eddy to select WEA Trust - Option 1, for the health insurance renewal, approve the renewal of Delta Dental with a premium increase of 5%, and keep the employee premium contribution at 12%. WEA Trust - Option 1 will result in a premium decrease of 0.22%.

A motion was made by Commissioner Lindahl and seconded by Commissioner Mathews to increase all non-exempt employees' wages by 2%, effective January 1, 2020.

Aye: Lund, Lindahl, Olson, Mathews, and Eddy  
Motion Carried.

A motion was made by Commissioner Lindahl and seconded by Commissioner Eddy to adjourn to closed session at 5:52 p.m., pursuant to Section 19.85 (1)(c) for the purpose of conducting performance reviews of exempt employees.

Aye: Lund, Lindahl, Olson, Mathews, and Eddy  
Motion Carried.

A motion was made by Commissioner Olson and seconded by Commissioner Lindahl to reconvene into open session at 6:12 p.m.

Aye: Lund, Lindahl, Olson, Mathews, and Eddy  
Motion Carried.

A motion was made by Commissioner Eddy and seconded by Commissioner Lindahl to increase all exempt employees' wages by 2%, effective January 1, 2020.

Aye: Lund, Lindahl, Olson, Mathews, and Eddy  
Motion Carried.

A motion was made by Commissioner Mathews and seconded by Commissioner Olson to approve Amendment 1 of the General Manager's employment contract, renewing the contract for a 5-year term.

Aye: Lund, Lindahl, Olson, Mathews, and Eddy  
Motion Carried.

The November commission meeting will be moved ahead to November 18th, 2019.

A motion was made by Commissioner Lindahl and seconded by Commissioner Eddy to adjourn at 6:13 p.m..

Aye: Lund, Lindahl, Olson, Mathews, and Eddy  
Motion carried.

Casey Engebretson, General Manager  
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