

BLACK RIVER FALLS UTILITY COMMISSION MEETING MINUTES

December 17, 2018

Utility Commission President John Lund called a meeting of the Black River Falls Municipal Utility Commission to order on December 17, 2018 at 4:31 p.m. in the conference room at 119 North Water Street. Commissioners in attendance were Pete Olson, Jay Eddy, John Lindahl, and Don Mathews. Also present were General Manager Casey Engebretson, Office Manager Julie Babcock, Electric Operations Supt. Kevin LaValley, and Line Foreman Cal Thompson.

A motion was made by Commissioner Mathews and seconded by Commissioner Olson to approve the minutes from the November 26, 2018 Regular Meeting.

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

A motion was made by Commissioner Olson and seconded by Commissioner Eddy to approve the accounts payable vouchers; Accounts Payable (CK #35180 - #35280; HC #100238 - #100251) – Totaling \$1,211,037.43.

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

Julie Babcock reviewed the November 2018 financial statement and A/R arrears. Julie informed the Commission that the financial statements are not final due to the early meeting this month. November net loss in the Wastewater Utility is due to the payment submitted for the first half of the clarifier repairs. November net loss in the Electric Utility is primarily due to the unbudgeted repairs to the ladders and floor in Hydros #1 and #2 and labor associated with Electric staff removing a tree from the dam.

Casey Engebretson informed the Commission that Baker Tilly provided a proposal to complete the water rate forecast and application to change the Public Fire Protection to a direct charge. Baker Tilly's proposal was \$12,000-\$15,000. Casey has requested a Letter of Engagement from Baker Tilly. Work on the forecast and application will begin in late February.

Kevin LaValley provided the Commission with an update on the actuator testing for Gate #3. Kevin stated that the actuator became very hot during the testing conducted on December 4; however, the thermal protection did not fault out. The Utility informed the contractor that the actuator would be monitored further during normal operation in the spring. Kevin stated that the Utility's concern is that the cold ambient temperatures on the day of testing may have been a factor in the thermal overload protection not faulting, and it is possible that the actuator may fault when ambient temperatures are warmer. Casey also informed the contractor that pursuant to General Conditions; Section 15.08 Correction Period; Paragraph D of the contract, the one-year warranty period on the actuator will begin on December 4, 2018.

Casey Engebretson informed the Commission that the approval of the new CSM for the future Utility property is on the January 4, 2019 City Council agenda. If the City Council approves the CSM, the closing on the land purchase from McFour Ventures, LLC. will be scheduled shortly thereafter. The closing on the sale of the Utility-owned parcel to Black River Memorial Hospital will be scheduled to follow the McFour closing.

Casey Engebretson reviewed the 2019 WPPI Schedule for Firm Requirements Service and Wholesale rate changes with the Commission. WPPI has forecasted wholesale rates to remain relatively stable over the next five years.

A motion was made by Commissioner Mathews and seconded by Commissioner Lindahl to adjourn the meeting at 5:18 p.m.

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

Casey Engebretson, General Manager
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