

## BLACK RIVER FALLS UTILITY COMMISSION MEETING MINUTES

February 22, 2021

Utility Commission President John Lund called a meeting of the Black River Falls Municipal Utility Commission to order on February 22, 2021 at 4:30 p.m. in the Council Room at 101 South Second Street. Commissioners in attendance were Jay Eddy, Jeff Amo, Pete Olson, and Don Mathews. Also present was General Manager Casey Engbretson, Office Manager Julie Babcock, and Garrett Aleckson (Banner Journal).

A motion was made by Commissioner Amo and seconded by Commissioner Olson to approve the minutes from the January 18, 2021 regular meeting.

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

A motion was made by Commissioner Mathews and seconded by Commissioner Eddy to approve the accounts payable vouchers; CK #37099 - #37163; HC #100477 - #100485) – Totaling \$637,979.37.

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

Julie Babcock reviewed the unaudited December 2020 financials and the January 2021 financials. Julie explained that the cost of issuance for all three bonds for the new building were recorded as a non-cash expense in December 2020.

Julie Babcock reviewed the January 2021 arrears.

Julie Babcock reviewed the 2020 audit with the Commission. Casey Engbretson informed the Commission that the auditors were very pleased with Julie's work and her responsiveness to inquiries throughout the virtual audit. The Commission commended Julie on a job well done.

Casey Engbretson explained the process for finishing the AMI water meter installation in the Industrial Park. Repeaters will need to be installed at various points around the Industrial Park and on the water tower in an effort to get readings to transmit across the interstate to where the mesh created through the electric meters is available.

Casey Engbretson informed the Commission that the Water Department received three (3) reports of frozen water last week. Water and sewer crews thawed those services and have contacted 25-30 customers in areas prone to freezing and requested that the water be run to prevent freezing. Staff either helped the customers measure the flow or provided instructions to set the desired amount of flow.

Casey Engbretson stated that the rare earth chemical from Hawkins is showing promising results. Casey provided a spreadsheet comparing costs for the phosphorus pay-per-pound, chemicals, and sludge hauling in 2019, 2020, and January 2021.

Casey Engbretson presented the 2020 WDNR Multi-Discharger Variance (MDV) pay-per-pound correspondence. The sewer utility must pay \$34,182.88 to four participating counties for the 2020 phosphorus discharges, per the MDV.

A motion was made by Commissioner Amo and seconded by Commissioner Olson to adopt the Tree Trimming Removal Standard Practice.

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

Casey Engbretson informed the Commission that BRFMU staff is transitioning to a new email domain. This change provides greater security and facilitates clearer affiliation of staff to the Utility.

Casey Engebretson provided the Federal Energy Regulatory Commission's response to BRFMUs Annual Report. All reporting and surveillance requirements were fulfilled for 2020.

A motion was made by Commissioner Olson and seconded by Commissioner Eddy to authorize a \$150.00 Community Contribution Fund donation to the Shooting Tigers for a program sponsorship.

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

Casey Engebretson informed the Commission that the groundbreaking ceremony for the new operations center is scheduled for Friday March 12<sup>th</sup> at 2:00 p.m. The rain date will be Monday March 15<sup>th</sup> at 2:00 p.m. All Commissioners indicated that they were able to attend.

Casey Engebretson presented financial projections and bill impacts resulting from the sewer rate study. Casey explained that the proposed rate adjustments would result in a small rate increase annually from July 1, 2021 through 2026 for BRFMU customers. Brockway would be assessed a fixed quarterly charge and see incremental volume charge increases over the same aforementioned period. The Commission held a discussion. The Commission directed Casey to attend the Brockway Board meeting in March to explain the results of the rate study and the projected impacts to Brockway's sewer bill.

A motion was made by Commissioner Eddy and seconded by Commissioner Mathews to adjourn at 5:45 p.m.

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

Casey Engebretson, General Manager  
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