

BLACK RIVER FALLS UTILITY COMMISSION MEETING MINUTES

March 25, 2019

Utility Commission President John Lund called a meeting of the Black River Falls Municipal Utility Commission to order on March 25, 2019 at 4:30 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, Line Foreman Cal Thompson, and Kyle Von Ruden (Banner Journal).

A motion was made by Commissioner Eddy and seconded by Commissioner Lindahl to approve the minutes from the February 25, 2019 Regular Meeting.

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

A motion was made by Commissioner Olson and seconded by Commissioner Mathews to approve the accounts payable vouchers; Accounts Payable (CK #35425 - #35494; HC #100270 - #100277) – Totaling \$704,067.94.

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

Julie Babcock reviewed the February 2019 financial statements and arrearages.

A motion was made by Commissioner Eddy and seconded by Commissioner Mathews to approve the proposal from Municipal Well and Pump for Well #6 equipment repairs in the amount of \$23,603 plus freight.

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

Kevin LaValley informed the Commission that Mitchell Ammann has successfully completed the requirements for the 1st year line worker apprentice. A 1st year evaluation was conducted by Kevin, Cal Thompson, and Casey Engebretson and the results and expectations were discussed with Mitchell. The decision was made to promote Mitchell to the status of 2nd year apprentice, as of March 17, 2019.

Kevin LaValley discussed the repairs to the Hydro #1 governor. An arrangement was made with the contractor to rebuild the governor while also providing one-on-one training with the hydro operators. The same rebuild/training arrangement will be budgeted for the Hydro #2 governor at a later date.

The Commission discussed the utility operations building committee. It was determined that the building committee will consist of Commissioner Olson, Commissioner Mathews, Kevin LaValley, Julie Babcock, Gene Larson, Rick Weikel, and Casey Engebretson.

A motion was made by Commissioner Olson and seconded by Commissioner Mathews to begin advertising the Request for Proposals for a Construction Manager for the utility operations building project.

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

Casey Engebretson discussed the Andrews Road extension project to the Commission. Casey explained that an additional 750 feet of water and sanitary sewer main, as well as a sewer lift station, would need to be installed to serve a single parcel. City Administrator Brad Chown and Casey approached the Brockway Sanitary District No. 1 (District) about the possibility of serving the single parcel with water and sewer service. Casey presented the option to the District and the District board agreed to enter into an agreement to serve the single parcel. Casey is working with the District to complete the necessary intergovernmental agreement and construction authorization application

with the Public Service Commission. The intergovernmental agreement and application are required since the District will be expanding its service territory.

A motion was made by Commissioner Eddy and seconded by Commissioner Olson to enter into the Intergovernmental Agreement for Service Area Expansion with the Town of Brockway Sanitary District No. 1.

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

A motion was made by Commissioner Olson and seconded by Commissioner Eddy to adjourn the meeting at 5:09 p.m.

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

Casey Engebretson, General Manager
comm.mtg.minutes.3.25.19