

BLACK RIVER FALLS UTILITY COMMISSION MEETING MINUTES

March 26, 2018

Utility Commission President John Lund called a meeting of the Black River Falls Municipal Utility Commission to order on March 26, 2018 at 4:32 p.m. in the conference room at 119 North Water Street. Commissioners in attendance were Pete Olson, Don Mathews, Jay Eddy and John Lindahl.

A motion was made by Commissioner Lindahl and seconded by Commissioner Olson to approve the minutes from the February 26, 2018 Regular Meeting and the March 13 Special Meeting.

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

A motion was made by Commissioner Eddy and seconded by Commissioner Mathews to approve the accounts payable vouchers; Accounts Payable (CK #34440 - #34532; HC #100158 - #100165) in the amount of \$750,054.93.

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

Casey Engebretson reviewed the February 2018 financial statement and A/R arrears.

Casey Engebretson reported that the Water Dept. received WDNR approval for the replacement of the chlorine chemical feed equipment at Well #3. The project will consist of replacing the current pellet chlorination feed system with liquid sodium hypochlorite pumps, tanks, piping, and accessories. The cost of the conversion will be approximately \$9,000.

Casey Engebretson reported that he and WWTP staff met with Strand Associates to develop a scope of work to be included in bid documents for the rehabilitation of both final clarifier drives at the WWTP.

Kevin LaValley reported on the AMI Metering Replacement project. Kevin stated that two (2) of the three (3) gatekeepers have been installed, along with five (5) of the nine (9) forms of test meters. Staff continues to work with WPPI and Honeywell to address installation, programming, and communication issues.

A motion was made by Commissioner Lindahl and seconded by Commissioner Eddy to award the dam construction contract to Janke General Contractors in the amount of \$268,990.00.

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

A motion was made by Commissioner Mathews and seconded by Commissioner Olson to approve the agreement with Mead & Hunt for construction administration for the dam repair project.

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

Casey Engebretson informed the Commission that the USDA-RD could be a potential funding source for the future operations center, therefore, federal procurement rules would apply. Casey stated that a Qualifications-Based Selection process would need to be conducted prior to hiring a Project Manager and Architect. The Commission took no action on the proposal from Bray Architects.

The Commission discussed the formation of a Building Committee. The Commission recommended that the committee include Utility department heads and one (1) or two (2) Commissioners. The overall

schedule and financing options were discussed. The Commission instructed Casey Engbretson to continue to gather information and report to the Commission at future meetings.

Casey Engbretson reported that the Utility's \$5,000,000 Electric System Revenue Bond (Build America Bond), Series 2010B is being audited. Casey stated that he and Julie Babcock are working with Ehlers (financial advisor), Fryberger (bond attorney), and the USDA-RD to compile the necessary information to satisfy the audit request.

A motion was made by Commissioner Olson and seconded by Commissioner Eddy to adjourn the meeting at 5:35pm.

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

Casey Engbretson, General Manager

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