

BLACK RIVER FALLS UTILITY COMMISSION MEETING MINUTES

June 25, 2018

Utility Commission President John Lund called a meeting of the Black River Falls Municipal Utility Commission to order on June 25, 2018 at 4:30 p.m. in the conference room at 119 North Water Street. Commissioners in attendance were Pete Olson, Jay Eddy, and John Lindahl. Commissioner Mathews was excused.

A motion was made by Commissioner Olson and seconded by Commissioner Eddy to approve the minutes from the May 21, 2018 Regular Meeting.

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

A motion was made by Commissioner Lindahl and seconded by Commissioner Eddy to approve the accounts payable vouchers; Accounts Payable (CK #34683 - #34755; HC #100182 - #100192) in the amount of \$713,411.40.

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

Julie Babcock reviewed the May 2018 financial statement and A/R arrears.

Casey Engbretson informed the Commission that the Water Utility is still awaiting authorization from the PSCW to begin the installation of Automated Metering Infrastructure.

The Commission reviewed the bids for the WWTP Final Clarifier Rehabilitation project. Three (3) bids were received as follows: Crane Engineering Sales, Inc - \$197,960.00; Wapasha Construction Co., Inc. - \$227,000.00; and August Winter & Sons, Inc. - \$420,000.00.

A motion was made by Commissioner Olson and seconded by Commissioner Eddy to award the Final Clarifiers Rehabilitation contract to Crane Engineering Sales, Inc., in the amount of \$197,960.00, pending receipt and satisfactory review of information contained in Instruction to Bidders, Article 19.05.2 of the Contract Documents.

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

Kevin LaValley informed the Commission of the repairs conducted on the Low Flow Hydro Gate Guides. The Utility contracted with JF Brennan's dive crew to repair the deflected guides.

Kevin LaValley updated the Commission on the progress of the electric AMI meter installations.

A motion was made by Commissioner Eddy and seconded by Commissioner Olson to authorize Casey Engbretson to proceed with the sale of the 17.3 acre utility-owned parcel located on Hwy. A to the Black River Memorial Hospital, for \$276,960.00, authorize Casey Engbretson to approve reasonable contingencies and other sale terms in accordance with the City Attorney's recommendations, and designate Casey Engbretson as the Authorized Representative of the Black River Falls Utility Commission in this matter .

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

A motion was made by Commissioner Lindahl and seconded by Commissioner Olson to authorize Casey Engebretson to proceed with the purchase of two (2) parcels, totaling approximately ten (10) acres, from McFour Ventures, LLC, for \$100,000.00, authorize Casey Engebretson to approve reasonable contingencies and other sale terms in accordance with the City Attorney's recommendations, and designate Casey Engebretson as the Authorized Representative of the Black River Falls Utility Commission in this matter.

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

Casey Engebretson informed the Commission that Requests for Proposals have been drafted for Construction Manager and Architect/Engineering for the future Utility Operations Center. The selection process will be Qualifications-Based, in accordance with federal procurement guidelines, to ensure the Utility remains eligible for federal loans and grants.

A motion was made by Commissioner Olson and seconded by Commissioner Eddy to authorize Casey Engebretson to proceed with publishing two (2) separate Requests for Proposals for Construction Management and Architect/Engineering firms for the future Utility Operations Building.

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

A motion was made by Commissioner Olson and seconded by Commissioner Lindahl to adjourn the meeting at 5:21pm.

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

Casey Engebretson, General Manager

comm.mtg.minutes.6.25.18