

## BLACK RIVER FALLS UTILITY COMMISSION MEETING MINUTES

September 28, 2020

Utility Commission President John Lund called a meeting of the Black River Falls Municipal Utility Commission to order on September 28, 2020 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 were General Manager Casey Engebretson, Office Manager Julie Babcock, and Garrett Aleckson from the Banner Journal.

A motion was made by Commissioner Mathews and seconded by Commissioner Eddy to approve the amended agenda.

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

A motion was made by Commissioner Amo and seconded by Commissioner Olson to approve the minutes from the August 31, 2020 Regular Meeting.

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

A motion was made by Commissioner Olson and seconded by Commissioner Mathews to approve the accounts payable vouchers; CK #36729 - #36795; HC #100431 - #100438) – Totaling \$669,230.39.

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

Julie Babcock reviewed the August 2020 financial statements and arrearages. Julie presented the 2021 electric, water, and sewer budgets to the Commission. The Commission discussed the draft budgets and recommended staff submit the draft budget to the USDA for review and place the final draft on the agenda for the October meeting.

Casey Engebretson informed the Commission that the water and sewer departments continue to install water meters. The water department has completed the lead and copper testing. Test results showed that all sample results came in well below the Maximum Contaminant Level.

Casey Engebretson informed the Commission of the sewer overflow that occurred on the east end of the bridge. Casey commended Greg Rush and the street department staff on their quick response in mitigating the overflow. WWTP staff worked with Greg Rush to complete the reporting and notification requirements of the WPDES permit. The utility received acknowledgement from the DNR that all requirements were met and thanked the municipality for the quick response and report submittal.

Casey Engebretson informed the Commission that the sewer department has been adding the rare earth chemical for phosphorus removal for approximately six (6) weeks. The total phosphorus levels have been reduced, however, these levels continue to be higher than the company representative had originally indicated. WWTP staff will meet with the representative this week to conduct further testing. Benefits have been realized as the phosphorus discharge and sludge production has decreased, resulting in lower pay-per-pound and sludge hauling costs.

Casey Engebretson informed the Commission that the Public Service Commission extended the prohibition of residential utility disconnects until November 1, 2020. With the winter moratorium beginning on November 1 each year, this decision essentially extends the prohibition of disconnects due to non-payment until April 15, 2021. BRFMU intends to place unpaid balances on the tax roll.

Casey Engebretson informed the Commission that FEMA has denied approximately \$15,000 of final project costs, resulting in the revised total project costs of approximately \$585,000. Casey received an email from WEM that FEMA has completed the project cost, environmental, and historical resources reviews. It is anticipated that FEMA

will authorize WEM to provide reimbursement to the Utility within three (3) to four (4) weeks, and WEM anticipates another three (3) to four (4) weeks to process and issue the payment.

A motion was made by Commissioner Mathews and seconded by Commissioner Eddy to approve the Community Contribution request from the Chamber of Commerce, in the amount of \$500, for the purpose of purchasing chamber bucks to help individuals and businesses in the community.

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

The Commission felt the contribution request met the purpose of the program and provided a great benefit to the community, however, the Commission instructed Casey Engebretson to ask the Chamber how they planned to distribute the chamber bucks to individuals within the community and report back.

Casey Engebretson reviewed the schedule for the electric revenue bond sale. Casey mentioned the need for a joint meeting with the City Council, which will take place on Wednesday, October 21, 2020. Casey also discussed the resolution on the agenda which covers the Commission's development and allocation of costs for the new utility building.

A motion was made by Commissioner Amo and seconded by Commissioner Olson to approve Utility Resolution 2020-2; Development and Allocating Costs for New Municipal Utility Building.

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

Casey Engebretson reviewed the health and dental insurance renewal proposals from WEA Trust and Delta Dental. Casey informed the Commission that both renewals proposed a 0% increase for 2021 and that employees currently contribute 12% toward the monthly premium.

A motion was made by Commissioner Eddy and seconded by Commissioner Mathews to approve renewing the health insurance plan with WEA Trust at a 0% increase and renewing the dental insurance plan with Delta Dental at a 0% increase for 2021, with the employee premium contribution remaining at 12%.

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

Casey Engebretson reminded the Commission that there will be a joint meeting with the City Council on Wednesday, October 21, 2020 and the regularly scheduled utility Commission meeting on October 26, 2020.

A motion was made by Commissioner Mathews and seconded by Commissioner Olson to adjourn at 5:41 p.m.

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

Casey Engebretson, General Manager  
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