

## BLACK RIVER FALLS UTILITY COMMISSION MEETING MINUTES

January 30, 2023

Utility Commission President John Lund called a meeting of the Black River Falls Municipal Utility Commission to order on January 30, 2023 at 4:30 p.m. in the Utility Conference Room at 349 South McKinley Street. Commissioners in attendance were Jeff Amo, Jay Eddy, Pete Olson, and Don Mathews. Also present were General Manager Casey Engebretson, Electric Supt. Kevin LaValley, WWTP Operator Collin Hurd, and Garrett Aleckson (Banner Journal).

A motion was made by Commissioner Olson and seconded by Commissioner Eddy to approve the minutes from the December 19, 2022 regular meeting.

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

A motion was made by Commissioner Amo and seconded by Commissioner Mathews to approve the accounts payable vouchers; CK #40900 - #40960; EP #100691 - #100699 – Totaling \$1,190,275.45.

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

The Commission reviewed the unaudited 2022 year-end financial statements. Year-end Net Income/Loss for each department was as follows: Electric - \$329,150.73; Water - \$55,695.65; Sewer – (\$63,450.83)

The Commission reviewed the December 2022 arrearages and PCAC Charges.

A motion was made by Commissioner Amo and seconded by Commissioner Olson authorize the recruitment of a new Water Operator.

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

Casey Engebretson introduced Collin Hurd to the Commission. Collin was hired as the new WWTP Operator and started employment on January 16, 2023. The Commission welcomed Collin to BRFMU.

Casey Engebretson presented the Commission with options for a proposed sewer rate increase. Casey explained that the sewer rates were adjusted very conservatively in 2021 in an effort to minimize the rate impact to customers. The new rates have been in effect for one and one-half years and it is clear that the new rates are inadequate, resulting in the Sewer Utility operating continually at a loss. The Commission discussed different options and asked Casey to provide additional options with adjustments to both the fixed and volume charges for consideration at the February 2023 meeting.

Casey Engebretson and Kevin LaValley provided an update to the forebay gate repair inspection conducted in 2021. Casey and Kevin will be meeting with Warren Hayden (Mead & Hunt), Eric Hogden (Underwater Inspectors, LLC), and Mike Gerdes (Gerdes Fabricating) to discuss repair options and formulate a Scope of Work. Casey also informed the Commission that he has approved a Task Order #1 with Mead & Hunt, for a not-to-exceed price of \$10,000. Task Order #1 will cover all meetings, reviews, and administrative tasks to develop the Scope of Work. Casey will seek future Commission approvals for Task Orders covering design, FERC reporting requirements, and contract and bid administration.

Kevin LaValley provided an update on the preliminary discussions he has had with our electrical engineer regarding a future need for a system voltage conversion. With growth resulting in additional electric load, the electric system is nearing capacity. Kevin presented two options: Convert Lincoln Substation and East Side circuit to 12,470 volts at a projected cost of \$5,000,000 or purchase another 5 KVA power transformer to double the capacity of the substation. The preferred route is converting to the higher voltage, however, it may be cost prohibitive at this time. Kevin and Casey will continue discussions with the electrical engineer.

A motion was made by Commissioner Eddy and seconded by Commissioner Amo to approve community contributions as follows: Karner Blue Garden Club - \$100.00; National Fire Safety Council/BRFFD - \$105.00.

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

A motion was made by Commissioner Mathews and seconded by Commissioner Olson to set Commissioner meeting compensation as follows: \$100.00 per meeting and \$150 per meeting for meetings lasting over three (3) hours.

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

Casey Engebretson presented the Commission with a proposed Rest Pay provision for consideration. Following a long discussion, the Commission decided to table the issue until the February meeting.

The next meeting is scheduled for Monday February 20, 2023 at 4:30 pm. This meeting will take place a week earlier due to Casey Engebretson attending the APPA Legislative Rally in Washington D.C. from February 26 – March 1.

A motion was made by Commissioner Mathews and seconded by Commissioner Olson to adjourn the meeting at 6:18 p.m.

Casey Engebretson, General Manager

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