

BLACK RIVER FALLS UTILITY COMMISSION MEETING MINUTES

April 25, 2022

Utility Commission President John Lund called a meeting of the Black River Falls Municipal Utility Commission to order on April 25, 2022 at 4:29 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 Superintendent Kevin LaValley, Office Manager Julie Babcock, and Garrett Aleckson (Banner Journal).

A motion was made by Commissioner Mathews and seconded by Commissioner Olson to approve the minutes from the March 28, 2022 regular meeting.

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

A motion was made by Commissioner Olson and seconded by Commissioner Amo to approve the accounts payable vouchers; VC #28886, 31892, 32696, 33351, 34444, 34476, 34809, 35269, 35438, 35756, 37121, 37168, 37184, and 40008; CK #40246 - #40339; EP #100601 - #100608; ZC #100609 - 100616 – Totaling \$568,807.35.

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

Julie Babcock reviewed the March 2022 financials and arrearages. Julie also provided an update regarding April electric disconnects.

Casey Engebretson updated the Commission on water infrastructure replacement on N. 11th Street, between Van Buren and Skyline Streets. Casey stated that Water Leadman Gene Larson estimates that the work should be completed this week.

Casey Engebretson presented an update regarding PFAS testing legislation in Wisconsin. Casey informed the Commission that he received the PFAS test results taken by the Wisconsin Dept. of Military Affairs at the Armory. Two samples were taken and both results found a “No Detect” of PFAS, which is great news, and may likely be indicative that Wells #5 and #6 on Rye Bluff Road should pass future PFAS testing requirements.

Kevin LaValley informed the Commission that we are slowly receiving transformers, which were ordered months ago. Lead times on materials continues to be long and Kevin is doing his best at ensuring BRFMU has the necessary inventory on hand.

Casey Engebretson presented a contribution request from the Boys & Girls Club.

A motion was made by Commissioner Amo and seconded by Commissioner Olson to approve a contribution of \$250.00 to the Boys & Girls Club, to be directed toward the Black River Falls location.

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

Casey Engebretson informed the Commission that the Open House/Customer Appreciation event is scheduled for Thursday May 26th from 11-2. Brats and light refreshments will be served. Also available will be tours, customer information, and free marketing giveaways.

Casey Engebretson presented a proposed change in BRFMU's hours of operation for the Commission's consideration. The Commission reviewed and discussed concerns regarding financial impacts and impacts on customer service, improved efficiency, and work schedule coverages. Casey presented data showing the number of customers visiting the office in-person has decreased by half and the number of online payments by customers have increased exponentially since 2020. The Commission also discussed handbook changes and the need to consider a trial basis for any change to the hours of operation.

A motion was made by Commissioner Olson and seconded by Commissioner Mathews to approve the new hours of operation and handbook revisions as proposed on a one (1) year trial basis, contingent upon legal review by the City Attorney. Staff is directed to provide a review to the Commission during August and September budget discussions, as well as, provide a comprehensive review at the February 2023 Commission meeting.

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

The next meeting is scheduled for Monday May 23, 2022 at 4:30 pm.

A motion was made by Commissioner Olson and seconded by Commissioner Mathews to adjourn the meeting at 5:34 p.m.

Casey Engebretson, General Manager

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