

## BLACK RIVER FALLS UTILITY COMMISSION MEETING MINUTES

July 25, 2022

Utility Commission President John Lund called a meeting of the Black River Falls Municipal Utility Commission to order on July 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, Office Manager Julie Babcock, and Garrett Aleckson (Banner Journal).

A motion was made by Commissioner Amo and seconded by Commissioner Olson to approve the minutes from the June 27, 2022 regular meeting.

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

A motion was made by Commissioner Eddy and seconded by Commissioner Mathews to approve the accounts payable vouchers; CK #40470 - #40532; EP #100637 - #100645 – Totaling \$686,166.10.

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

Julie Babcock reviewed the June 2022 financials and arrearages.

Casey Engebretson informed the Commission that the U.S. EPA is implementing a selective mandatory testing program in an effort to determine locations and prevalence of unregulated contaminants, such as PFAS. BRFMU was selected to perform the mandatory testing. The Water Department is working in conjunction with the EPA to acquire the sampling materials. The EPA will be covering all costs of sampling and testing.

Casey Engebretson provided an overview of electric operations. The line crew is busy installing an electric primary extension and new services. Casey informed the Commission that an underground electric primary was damaged by a contractor doing work at the high school. The line crew repaired the damage and restored power in approximately an hour. Casey documented the damage and will be following up on the permanent repairs.

The Commission reviewed the cost comparisons for the replacement health insurance coverage. The Commission authorized Casey Engebretson to proceed with the preliminary administrative work required to obtain coverage under Central States Health Insurance Plan. The Commission also instructed Casey to continue engaging with the non-exempt employees and the Teamsters Union, as membership in the Teamsters Union is a requirement to obtain coverage under the Central States Plan. Formal Commission authorization to obtain coverage under the Central States Plan will be placed on the August agenda.

Casey Engebretson presented the Commission with a Master Services Agreement (MSA) with Short Elliott Hendrickson (SEH). The MSA outlines the Terms and Conditions for any work SEH may perform for BRFMU in the future. Having the MSA in place will streamline the agreement process in the future, allowing for the execution of a simple Supplemental Letter Agreement outlining the specific scope, fees, and schedules.

A motion was made by Commissioner Eddy and seconded by Commissioner Amo to approve the Master Services Agreement with SEH.

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

The next meeting is scheduled for Monday August 29, 2022 at 4:30 pm.

A motion was made by Commissioner Olson and seconded by Commissioner Eddy to adjourn the meeting at 5:10 p.m.

Casey Engebretson, General Manager

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