

March 12, 2018

CITY OF BARRON
MINUTES AND PROCEEDINGS OF THE BARRON UTILITY COMMISSION
MONDAY, MARCH 12, 2018, 3:00 P.M.
CITY HALL-COUNCIL CHAMBERS, 1456 E. LASALLE AVE

1. CALL TO ORDER

President Marvin Amundson called the meeting to order at 3:01 P.M. Quorum was declared.

COMMISSIONERS IN ATTENDANCE: Marvin Amundson and Gene Redlich.

COMMISSIONERS ATTENDING REMOTELY: Ken Petersen and Bob Missling

ABSENT: Joe Johnson

OTHERS PRESENT: Deputy Clerk/Treasurer Hattie Widiker, Utility Manager Rick Jari, City Administrator/Clerk-Treasurer Bob Kazmierski, Council President Rod Nordby, CLA representation April Anderson, CBS Squared representative Sheryl Claflin, MSA representative and City Engineer David Schofield

2. APPROVAL OF MINUTES FROM FEBRUARY 12, 2018 REGULAR COMMISSION MEETING

Motion by Redlich, seconded by Amundson, to approve the minutes of February 12, 2018 as printed, voice vote:

Ayes-4 Nays-0 Absent-1 Motion carried.

3. APPROVAL OF THE BILLS

Motion by Missling, seconded by Redlich to approve the February WWTP vouchers and Light and Water bills, dated March 12, 2018, including ratifying late bills, as presented, voice vote:

Ayes-4 Nays-0 Absent-1 Motion carried.

4. REVIEW FINANCIAL REPORTS

Widiker reported that audit adjustments and entries have been completed. Widiker presented the January 2018 Electric, Water and Sewer Utilities balance sheets/financial statement. There were no significant changes in the financials this month.

5. PLANT OPERATIONS REPORTS

Peak demand is slightly up from 2017. Profit and loss statement for electric service to the City of Barron and Jennie-O Turkey Store, peak demands report and water sold vs. water pumped reports were examined for the month of January. KWH sales increase of 12.1% from last year. Power Cost adjustment was \$9,816.87 for the month. P&L for Electric was \$123,488.26 monthly profit. Jennie-O P&L was \$1,956.36 profit for the month. Peak demands slightly rose for the City compared to past months. Water loss was a gain of 1% for the month of January and for the year to date is at 0% loss.

6. PRESENTATION OF ANNUAL UTILITIES AUDIT

April Anderson presented Annual Financial Statements, Revenues, Expenses and net positions of all enterprise funds ending December 31, 2016.

7. UPDATE ON WATER STORAGE #2

Schofield reported a kick-off meeting was held on February 27th. Topics discussed: Feasibility study completed; 400,000-gallon pedisphere selected; Contract and Contract Amendment approved; Topographical survey completed. Geotechnical exploration drilled. Next meeting is March 22, 2018 at 1:00 PM.

8. PRESENTATION OF SEWER PROJECT ON LAKE STREET

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Claflin presented a site and grading plan for Community Home Again, Inc. at the Strang property east of Lake Street. Current sanitary sewer main is shallow (6 feet) and current lift station is dated from 1977. May need to upgrade or replace lift station to serve larger area. Schofield presented Preliminary Costs of improvements for Lake Street. Sanitary sewer exists to 700 feet north of River Avenue and is shallow at the north end. Therefore, a lift station will be required at the intersection of Lake Street and 14th Avenue. This lift station appears to have a future buildout area of approximately 120 acres. Watermain exists to 200 feet south of 14th Avenue and may be undersized. A future watermain loop through the development will be required but has not been included in estimate. Depending upon the density of future development west of Lake Street, it may be advisable to reconstruct Lake Street with curb and gutter from River Avenue to 14th Avenue. MSA included street reconstruction (and storm sewer). If not desired, these items can be taken out. The cost estimate does not include any improvements within the future development west of Lake Street. Redlich asked for more information on costs and impact of Special Assessments. Motion by Missling, seconded by Redlich to table agenda item one month and/or next meeting, voice vote:

Ayes-4 Nays-0 Absent-1 Motion carried.

9. DISCUSS AND CONSIDER SEWER FORGIVENESS FOR 697 BEACH STREET

Letter from Meredith Lynch requesting dismissal of sewer charges for the last billing period to the property at 697 Beach Street was discussed. Policy on sewer forgiveness was referred to. Motion by Redlich, seconded by Petersen to forgive sewer charge of \$439.62 for 697 Beach Street, voice vote:

Ayes-4 Nays-0 Absent-1 Motion carried.

10. DISCUSS AND CONSIDER COLOR OF WATER STORAGE #2

Schofield informed Commission of need to discuss color scheme of new water tower. Colors will need to be decided by May or June meeting. 2-tone color is recommended with lower part of bowl being a darker color. Typically, paint work lasts 20 years.

11. DISCUSS AND CONSIDER UTILITY BUDGET

Jari has completed budgets for all utilities and will present at annual meeting.

12. OLD BUSINESS

Jari updated Commission on meeting with stakeholders from Sweet Additions and Village of Cameron regarding WWTP.

Ken Petersen and Bob Missling left the meeting at 4:39 PM

13. PROJECTS UPDATE

Jari continued to report on the WWTP and sludge removal project this Spring.

14. PLANT PERFORMANCE GRAPH

Performance is normal except Lagoon effluent BOD's and suspended solids.

15. ADJOURNMENT

Duly moved to adjourn by unanimous consent at 5:01 PM

These minutes were taken at a regular meeting held on March 12, 2018 and entered in this record book, April XX, 2018:

Prepared by Bob Kazmierski, City Administrator-Clerk/Treasurer, City of Barron

INITIAL DRAFT/UNAPPROVED