

CITY OF EDGERTON
UTILITIES COMMISSION
EDGERTON CITY HALL
12 ALBION STREET

Monday, February 10, 2025 at 5:45 p.m.

NOTICE: The meeting noticed above will also be live streamed on a Zoom platform: To view the meeting, please select the link to the meeting listed on the **calendar events** on the City website's home page at www.cityofedgerton.com. Due to occasional technical difficulties, citizen participation via Zoom may not be possible.

1. Call to Order; Roll Call.
2. Confirmation of Meeting Notice on Friday, February 7, 2025.
3. Personal appearances for non-agenda items limited to 3 minutes.
4. Consider January 13, 2025 Utility Commission minutes.
5. Consider vouchers payable.
6. Consider appointment of Wastewater Operator.
7. Consider declaring standby generator at the WWTP surplus and setting minimum bid.
8. Consider Water Meter Replacement Program.
9. Operator's reports.
10. Director's report.
11. Administrative report.
12. Adjourn.

Cc: All Commission Members All Council Members
 Department Heads Newspapers

NOTICE: If a person with a disability requires that the meeting be accessible or that materials at the meeting be in an accessible format, call the City Administrator's office at least 6 hours prior to the meeting to request adequate accommodations. Telephone: 608-884-3341

Notice is hereby given that a majority of the Common Council is expected to be present at the above scheduled noticed meeting to gather information about a subject over which they have decision making responsibility. The only action to be taken at this meeting will be action by the Utilities Commission.

**JANUARY 13, 2025 UTILITY COMMISSION MEETING MINUTES
CITY OF EDGERTON**

Chairperson Kapellen called the meeting to order at 5:45 p.m.

Present: Paul Davis, Shawn Prebil, Jim Kapellen, Richard Sturm and Denise Langan

Absent: Rick Petersen and Todd Wescott

Others Present: City Administrator Ramona Flanigan, Municipal Services Director Zach Nelson, and citizens.

Flanigan confirmed the meeting agenda was properly posted on Friday, January 10, 2025 at the Post Office, Edgerton Library, City Hall and the City's website.

MINUTES: A Denise Langan/Richard Sturm motion to approve the December 9, 2024 Utility Commission meeting minutes passed, all voted in favor.

VOUCHERS PAYABLE: A Jim Kapellen/Shawn Prebil motion to approve vouchers payable in the amount of \$65,899.88 passed on a 5/0 roll call vote.

LEAK CREDIT FOR 709 W FULTON ST: A Jim Kapellen/Denise Langan motion to approve a leak credit at 709 W Fulton St for sewer only in the amount of \$850 passed on a 5/0 roll call vote.

WATER RATE CASE STUDY CONTRACT WITH BAKER TILLY: According to PSC regulations, the water utility has reached its limit on rate increases using the simplified rate process and the utility will not be able to increase rates until a full rate study is completed. The last full rate study was in 2001. The cost of the rate study and forecasting spreadsheet review provided the City's auditing firm, Baker Tilly, is between \$15,000 and \$20,500.

A Richard Sturm/Shawn Prebil motion to complete the Water Rate Case Study this year passed on a 5/0 roll call vote.

Being no other business before the Commission, a Shawn Prebil/Denise Langan motion to adjourn passed, all voted in favor.

Zach Nelson/mjd
Municipal Services Director

Report Criteria:

Detail report.
Invoices with totals above \$0 included.
Paid and unpaid invoices included.
Invoice Detail.Input Date = 02/07/2025
Invoice Detail.Voided = No

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
60180821221							
21 ch	ALLIANT ENERGY	JAN 25 236416	JAN 25 236416 ELECTRIC CHARGES	02/07/2025	32.39	.00	
21 ch	ALLIANT ENERGY	JAN 25 481500	JAN 25 481500 ELECTRIC CHARGES	02/07/2025	283.09	.00	
21 ch	ALLIANT ENERGY	JAN 25 881653	JAN 25 881653 ELECTRIC CHARGES	02/07/2025	1,323.19	.00	
Total 60180821221:					1,638.67	.00	
60180821224							
21 ch	ALLIANT ENERGY	JAN 25 881653	JAN 25 881653 GAS CHARGES	02/07/2025	54.05	.00	
Total 60180821224:					54.05	.00	
60180827340							
194 ch	DEEGAN'S HARDWARE INC	JAN 2025	DEEGAN'S JAN 2025- SEWER	02/07/2025	172.39	.00	
406 ch	SJE, INC.	CD99556903	ORP ANALYZER & 2 ORP PROBES	02/07/2025	5,015.46	.00	
3569 c	AUTUMN SUPPLY	O16915	GLOVES- WWTP	02/07/2025	244.93	.00	
5184 c	BUMPER TO BUMPER EDGERT	625-389817	VACTOR SUPPLIES	02/07/2025	17.69	.00	
5351 c	DORNER VALVES & AUTOMATI	513522	DEZURIK PARTS	02/07/2025	87.61	.00	
5514 c	CERTIFIED LABORATORIES	8868172	AEROSOL	02/07/2025	520.57	.00	
5765 c	DOHNER HEATING & COOLING	CR02272646	BOILER SERVICE- WWTP	02/07/2025	958.39	.00	
Total 60180827340:					7,017.04	.00	
60180828385							
3404 c	BURNS FULL SERVICE LLC	JAN 2025	JAN 2025 GAS/DIESEL CHARGES - SEWER	02/07/2025	67.00	.00	
Total 60180828385:					67.00	.00	
60180833340							
2919 c	B & M TECHNICAL SERVICES IN	12469	PUMP REMOVAL/INSTALLATION- W FULTON	02/07/2025	5,371.80	.00	
4462 c	GREGG MARTIN INSTRUMENTA	44339	WWTP-GAS DETECTION SYSTEM CALIBRAT	02/07/2025	1,260.00	.00	
Total 60180833340:					6,631.80	.00	
60180840240							
5753 c	CIVIC SYSTEMS LLC	INV-02288A	SEMI ANNUAL SERVICE & SUPPORT 1/1/25-6	02/07/2025	1,781.77	1,781.77	01/21/2025
Total 60180840240:					1,781.77	1,781.77	
60180840311							
3557 c	DAVE'S MILTON ACE HARDWAR	E86707	SHIPMENT OF SAMPLES	02/07/2025	47.39	.00	
3557 c	DAVE'S MILTON ACE HARDWAR	E88722	SHIPMENT OF SAMPLES	02/07/2025	18.39	.00	
Total 60180840311:					65.78	.00	
60180840340							
5724 c	COMPUTER KNOW HOW, LLC	42059A	NEW COMPUTER- NELSON	02/07/2025	296.33	.00	
5724 c	COMPUTER KNOW HOW, LLC	42060A	NEW REGISTER LAPTOP- CITY HALL	02/07/2025	283.00	.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Total 60180840340:					579.33	.00	
60180850225							
130 ch	US CELLULAR	0705204234A	WWTP IPAD MONTHLY SERVICE COST & DA	02/07/2025	28.75	.00	
4659 c	CENTURYLINK	724298966	FEB 2025 LONG DISTANCE CHARGES	02/07/2025	.08	.00	
5211 c	T-MOBILE	204301930-1	WWTP INTERNET	02/07/2025	56.87	.00	
5214 c	GRANITE TELECOMMUNICATIO	678089800A	WWTP LINE CHARGES	02/07/2025	187.16	187.16	01/21/2025
5214 c	GRANITE TELECOMMUNICATIO	678089800A	608-884-3341 SEWER	02/07/2025	150.63	150.63	01/21/2025
5214 c	GRANITE TELECOMMUNICATIO	683607699	WWTP LINE CHARGES	02/07/2025	203.52	.00	
5214 c	GRANITE TELECOMMUNICATIO	683607699	608-884-3341 SEWER	02/07/2025	150.99	.00	
Total 60180850225:					778.00	337.79	
60180852210							
3690 c	CEDAR CORPORATION	122815	WWTF OPERATIONS ASSISTANCE	02/07/2025	400.00	.00	
3883 c	ABSOLUTE MOBILE TESTING L	125-012A	ANNUAL FEE AND QUERY (2)	02/07/2025	35.00	35.00	01/21/2025
Total 60180852210:					435.00	35.00	
60180854153							
2887 c	DELTA DENTAL OF WISCONSIN	2276260A	FEB 2025 DENTAL INSURANCE	02/07/2025	142.92	.00	
Total 60180854153:					142.92	.00	
60180854154							
779 ch	WI DEPT OF EMPLOYEE TRUST	MAR 2025	MAR 2025 HEALTH INSURNACE	02/07/2025	4,168.99	.00	
Total 60180854154:					4,168.99	.00	
60180854155							
490 ch	SECURIAN FINANCIAL GROUP,	FEB 2025A	FEB 2025 LIFE INSURANCE	02/07/2025	19.72	19.72	01/17/2025
490 ch	SECURIAN FINANCIAL GROUP,	MAR 2025	MAR 2025 LIFE INSURANCE	02/07/2025	19.72	.00	
Total 60180854155:					39.44	19.72	
60180856340							
982 ch	LUTYNSKI, GARY	JAN 2025A	TWO YEAR PARTS/LABOR CHECK SIGNING	02/07/2025	124.75	.00	
Total 60180856340:					124.75	.00	
60236700							
3690 c	CEDAR CORPORATION	122819	WATER UTILITY SCADA UPGRADES	02/07/2025	600.00	.00	
Total 60236700:					600.00	.00	
60280602340							
21 ch	ALLIANT ENERGY	JAN 25 370054	JAN 25 370054 ELECTRIC AND GAS CHARG	02/07/2025	553.44	.00	
194 ch	DEEGAN'S HARDWARE INC	JAN 2025	DEEGAN'S JAN 2025- WATER (WELL OPERA	02/07/2025	24.94	.00	
Total 60280602340:					578.38	.00	
60280605340							
194 ch	DEEGAN'S HARDWARE INC	JAN 2025	DEEGAN'S JAN 2025- WATER (WELL MT PLA	02/07/2025	60.73	.00	
5184 c	BUMPER TO BUMPER EDGERT	625-390461	MINI BULB	02/07/2025	2.78	.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Total 60280605340:					63.51	.00	
60280622221							
21 ch	ALLIANT ENERGY	JAN 25 213303	JAN 25 213303 ELECTRIC CHARGES	02/07/2025	49.13	.00	
21 ch	ALLIANT ENERGY	JAN 25 227005	JAN 25 227005 ELECTRIC CHARGES	02/07/2025	24.49	.00	
21 ch	ALLIANT ENERGY	JAN 25 357770	JAN 25 357770 ELECTRIC CHARGES	02/07/2025	2,018.48	.00	
21 ch	ALLIANT ENERGY	JAN 25 360963	JAN 25 360963 ELECTRIC CHARGES	02/07/2025	1,344.23	.00	
21 ch	ALLIANT ENERGY	JAN 25 715243	JAN 25 715243 ELECTRIC CHARGES	02/07/2025	1,421.31	.00	
600 ch	ROCK ENERGY COOPERATIVE	JAN 25 903630	90363001 WATER TOWER LIGHT CHARGE	02/07/2025	33.31	33.31	01/21/2025
Total 60280622221:					4,890.95	33.31	
60280622224							
21 ch	ALLIANT ENERGY	JAN 25 227005	JAN 25 227005 GAS CHARGES	02/07/2025	54.95	.00	
21 ch	ALLIANT ENERGY	JAN 25 357770	JAN 25 357770 GAS CHARGES	02/07/2025	141.68	.00	
Total 60280622224:					196.63	.00	
60280630210							
660 ch	WI STATE LABORATORY OF HY	799183	FLUORIDE SAMPLE	02/07/2025	31.00	.00	
Total 60280630210:					31.00	.00	
60280631340							
2624 c	MARK'S CHEMICAL LLC	15478	HFS AND SODIUM HYPOCHLORITE SOLUTI	02/07/2025	930.00	.00	
Total 60280631340:					930.00	.00	
60280632340							
2023 c	USA BLUEBOOK	INV00596996	PIPET BULBS- WATER	02/07/2025	73.00	.00	
2023 c	USA BLUEBOOK	INV00605804	PIPET STAND- WATER	02/07/2025	110.88	.00	
Total 60280632340:					183.88	.00	
60280652340							
5773 c	MAGIKIST	C49098	IMMERSION HEATER	02/07/2025	108.63	.00	
Total 60280652340:					108.63	.00	
60280653340							
747 ch	CORE & MAIN	W270699	METERS	02/07/2025	3,634.86	.00	
747 ch	CORE & MAIN	W280727	METERS	02/07/2025	770.96	.00	
Total 60280653340:					4,405.82	.00	
60280903240							
5753 c	CIVIC SYSTEMS LLC	INV-02288A	SEMI ANNUAL SERVICE & SUPPORT 1/1/25-6	02/07/2025	1,781.77	1,781.77	01/21/2025
Total 60280903240:					1,781.77	1,781.77	
60280903340							
5724 c	COMPUTER KNOW HOW, LLC	42059A	NEW COMPUTER- NELSON	02/07/2025	296.33	.00	
5724 c	COMPUTER KNOW HOW, LLC	42060A	NEW REGISTER LAPTOP- CITY HALL	02/07/2025	283.00	.00	
Total 60280903340:					579.33	.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
60280920225							
130 ch	US CELLULAR	0705204234A	WATER DEPARTMENT CELL PHONE & DATA	02/07/2025	20.55	.00	
3534 c	CHARTER COMMUNICATIONS	010138401192	WATER DEPARTMENT INTERNET CHARGE	02/07/2025	45.00	.00	
4659 c	CENTURYLINK	724298966	FEB 2025 LONG DISTANCE CHARGES	02/07/2025	.08	.00	
5214 c	GRANITE TELECOMMUNICATIO	678089800A	608-884-3341 WATER	02/07/2025	150.63	150.63	01/21/2025
5214 c	GRANITE TELECOMMUNICATIO	683607699	608-884-3341 WATER	02/07/2025	151.00	.00	
Total 60280920225:					367.26	150.63	
60280923210							
3264 c	MIDWEST TESTING LLC	6343	METER TESTING	02/07/2025	4,385.00	.00	
3690 c	CEDAR CORPORATION	122822	2024 GIS ASSET MANAGEMENT PROGRAM	02/07/2025	250.00	.00	
3883 c	ABSOLUTE MOBILE TESTING L	125-012A	ANNUAL FEE AND QUERY (2)	02/07/2025	35.00	35.00	01/21/2025
Total 60280923210:					4,670.00	35.00	
60280926153							
2887 c	DELTA DENTAL OF WISCONSIN	2276260A	FEB 2025 DENTAL INSURANCE	02/07/2025	347.05	.00	
Total 60280926153:					347.05	.00	
60280926154							
779 ch	WI DEPT OF EMPLOYEE TRUST	MAR 2025	MAR 2025 HEALTH INSURNACE	02/07/2025	6,297.96	.00	
Total 60280926154:					6,297.96	.00	
60280926155							
490 ch	SECURIAN FINANCIAL GROUP,	FEB 2025A	FEB 2025 LIFE INSURANCE	02/07/2025	101.07	101.07	01/17/2025
490 ch	SECURIAN FINANCIAL GROUP,	MAR 2025	MAR 2025 LIFE INSURANCE	02/07/2025	101.07	.00	
Total 60280926155:					202.14	101.07	
60280930340							
982 ch	LUTYNSKI, GARY	JAN 2025A	TWO YEAR PARTS/LABOR CHECK SIGNING	02/07/2025	124.75	.00	
Total 60280930340:					124.75	.00	
60280933340							
194 ch	DEEGAN'S HARDWARE INC	JAN 2025	DEEGAN'S JAN 2025- WATER (GEN EQUIP)	02/07/2025	4.99	.00	
Total 60280933340:					4.99	.00	
60280933385							
3404 c	BURNS FULL SERVICE LLC	JAN 2025	JAN 2025 GAS/DIESEL CHARGES - WATER	02/07/2025	189.87	.00	
Total 60280933385:					189.87	.00	
Grand Totals:					50,078.46	4,276.06	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
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GRAND TOTAL: \$50,078.46

February 10, 2025

Vouchers Payable submitted By: Maddie Deegan

James Kapellen (Chairperson)

Paul Davis (Aldersperson)

Shawn Prebil (Aldersperson)

Report Criteria:

Detail report.

Invoices with totals above \$0 included.

Paid and unpaid invoices included.

Invoice Detail.Input Date = 02/07/2025

Invoice Detail.Voided = No

Memo

To: Utility Commission

From: Staff

Date: 2/6/2025

Re: Surplus Standby Generator

Staff is requesting to surplus the trailer mounted standby generator at the WWTP. The generator has not been started in over 10 years due to a water pump failure. Given the age of the motor, it is not possible to replace the water pump. The intended use of the generator was to provide backup power for the west side lift station in the event of a power outage. Over the last 10 years, the lift station has failed once due to a lightning strike. The Vactor was used to pump out the lift station until repairs could be made. Staff recommends a \$300 minimum bid be set.

Memo

To: Utilities Commission
From: Staff
Date: 2/6/2025
Re: February 10, 2025 meeting

Water meter replacement program: In recent years at the insistence of the DNR, staff has increased the number of meters that are being replaced due to age. Within regular work hours, staff has been replacing about 100 meters per year. Given that we have more than 2,500 meters, that rate of replacement is insufficient resulting in many meters over 20 years old.

Industry experts claim that there is significant revenue loss with old meters as they do not read low flows meaning a significant amount of the water that goes through the meter is not read. Staff evaluated 13 quarters of water usage data from 42 residential properties, each of which had a meter upgrade within the 13-month period to estimate the amount of revenue that is being lost due to old, inaccurate meters. The result of the analysis is consistent with the findings of the industry experts' analysis – there is significant loss of revenue with old meters. For example, if all 1,250 old-style meters the utility has were changed out, the estimated annual increase in revenue is \$21,500 for water and \$40,850 for sewer.

To address the issue, staff proposes the utility undertake a comprehensive program to replace all old-style meters in the next 3 years. The details of the proposal are as follows:

- The Utility would hire Randy Oren for the summer months to complete the majority of the meter replacements.
- Sewer utility: The sewer utility would advance (loan) the estimated \$400,000 needed to purchase the meters and radios to the water utility over a three-year period. In addition to the meters, the upgrade program would include the installation of radio reading equipment. The terms of the loan would be 0% interest with deferred payments until 2028. Even with these loan terms that are very favorable to water, the sewer utility benefits significantly from the arrangement. The sewer utility will have an estimated increase in revenue of \$40,000 annually which is significantly more than the lost interest it could earn on the money it loans to water.
- Water Utility: The water utility would purchase the new meters (with the loan from sewer) and would repay sewer \$50,000 annually starting in 2028. The water utility retires two debt payments (one in 2026 and one in 2027) that equate to about \$50,000 in annual payments. By delaying the repayment of the sewer loan until 2028, the total annual debt payments of the water utility will not increase.

EDGERTON W.W.T.P. REPORT
January 2024

1. Daily lab work.
2. D.N.R. reports.
3. Did sewer and lift station checks.
4. General-plant maintenance was done.
5. Did phosphorus and ammonia sampling for D.N.R. reports.
6. New lift station pump was installed in the Westside lift station
7. Switched internet to T-Mobile
8. Boiler system was serviced by Dohner
9. Plowed parking lots for snow removal
10. Jetted low spots in the sanitary system.
11. Interviewed for position at WWTP

Thank You,

Brad Oswald

Edgerton WWTP

EDGERTON WATERWORKS

January Report

2024~~4~~5

1. Monthly water samples were taken to the State Lab of Hygiene. All samples were safe.
2. There was a leaking water main in front of the west tower. The valve is in a manhole and the fittings connecting the main to the valve were what was leaking. We were able to pump out the water and dig around part of the main. A couple of the nuts were tightened and it appears to have fixed the issue. We will keep an eye on it.
3. Midwest Testing was back in town to complete the large water meter testing.
4. All the tenants in the west side Industrial Park now have new meters and radios.
5. A new end cap was installed at #2 well house. This is a plate that was on one side of an 8x8x6 inch tee. It had become corroded over the years as it is in the chemical addition room.
6. Inventory was done.
7. Cleaning and painting.
8. Continued to gather records and data for the upcoming DNR survey.
9. Monthly DNR report was submitted.

Thomas A. Pennekamp/Operator in charge