

**FEBRUARY 10, 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, Todd Wescott, Richard Sturm and Denise Langan

Absent: Rick Petersen

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

Flanigan confirmed the meeting agenda was properly posted on Friday, February 7, 2025 at the Post Office, Edgerton Library, City Hall and the City's website.

**MINUTES:** A Paul Davis/Richard Sturm motion to approve the January 13, 2025 Utility Commission meeting minutes passed, all voted in favor.

**VOUCHERS PAYABLE:** A Jim Kapellen/Denise Langan motion to approve vouchers payable in the amount of \$50,078.46 passed on a 6/0 roll call vote.

**APPOINTMENT OF WASTEWATER OPERATOR:** A Shawn Prebil/Paul Davis motion to approve the appointment of Matt Reilly to wastewater treatment operator passed on a 6/0 roll call vote.

**SETTING MINIMUM BID FOR GENERATOR AT THE WWTP:** Staff is requesting to declare the trailer mounted standby generator at the WWTP surplus with a minimum bid of \$300. The generator has not been operational in over 10 years.

A Denise Langan/Richard Sturm motion to declare the standby generator at the WWTP surplus and set a minimum bid of \$300 passed on 6/0 roll call vote.

**WATER METER REPLACEMENT PROGRAM:** In recent years staff has increased the number of meters that are being replaced due to age per the insistence of the DNR. About 100 meters are being replaced a year but given that the City has more than 2,500 meters, the rate of replacement is resulting in many meters over 20 years old being left in service. There is a significant loss of revenue with old meters as they do not read low flows, meaning a substantial amount of water that goes through the meter is not read.

To address the issue, staff recommends the utility undertake a comprehensive meter replacement program to replace all old meters in the next 3 years. The details of the proposed replacement program include:

1. The utility would hire Randy Oren (prior utility director) for the summer months to complete the majority of the meter replacements.
2. 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. 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.

3. 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.

A Richard Sturm/Todd Wescott motion to approve the meter replacement program as presented passed on a 6/0 roll call vote.

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

Zach Nelson/mjd  
Municipal Services Director