



**CITY OF RIVER FALLS WISCONSIN
UTILITY ADVISORY BOARD AGENDA
CITY HALL – COUNCIL CHAMBERS
January 20, 2020**

The meeting was called to order by Utility Advisory Board Vice Chair Patrick Richter at 6:30 p.m.

Utility Advisory Board Present: Patrick Richter, Scott Morrisette, Kevin Swanson, Mark Spafford and Kellen Wells-Mangold

Utility Advisory Board Absent: Adam Myszewski and Tim Thum

Staff Present: Utility Director Kevin Westhuis; Utility Administrative Assistant Lanae Nelson; Electric Operations Superintendent Wayne Siverling and Finance Director/Controller Sarah Karlsson

Approval of Minutes:

Regular Meeting Minutes: 10-21-2019

MSC Morrisette/Swanson approve minutes. Unanimous.

PUBLIC COMMENTS:

Vice Chair Richter opened the floor for comments.

William Hansen, N8723 1025 Street spoke in favor of a free movie 'Decoding the Weather Machine' sponsored by Hope for Creation and Falls Theatre on January 22, 2020 from 7 – 9 p.m. at The Falls Theatre. Hansen also shared information on a sponsored event 'Moving into Action! Partnering for Our Sustainable Future' by Hope for Creation and School District of River Falls Community Education on January 25, 2020 from 9:30 – 11:30 a.m. at the River Falls High School.

CONSENT AGENDA:

Acknowledgment of the following minutes:

West Central Wisconsin Biosolids Facility Commission: 09-19-2019, 10-17-2019 and 11-07-2019

POWERful Choices Committee Meeting: 10-03-2019, 11-14-2019 and 12-12-2019

MS Morrisette/Spafford moved to approve the minutes. Swanson referenced the November 7, 2019 West Central Wisconsin Biosolids Facility Commission (WCWBFC) minutes regarding the Town & Country Engineering options on odor control capital costs estimation at 1 – 1.5 million if that was a common precast to pay for this. Utility Director Westhuis said, yes the WCWBFC shareholders split the cost of this common practice. **As there was no further discussion, Richter asked for a vote of the minutes. It passed unanimously.**

NEW BUSINESS:

Resolution No. 2020-01 - Award for 2020-2022 Tree Trimming Contract

Westhuis introduced Electric Operations Superintendent Wayne Siverling. Siverling reviewed the three year-tree trimming contract has expired and staff requested three-year pricing from bidders for line clearance tree trimming. The City's distribution system is divided into three area and a three-year contract is used to complete the entire City's Trimming needs over that time period.

Zielies Tree Service was the only company that submitted a bid and they were the City's tree trimming provider in the last contract. The 2020 budget includes \$60,000 for electric line clearance and vegetation management (distribution clearance) and, \$60,000 for transmission tree trimming; a total of \$120,000.

There was some discussion by the board, Westhuis and Siverling highlighted the safety and professional tree management practice abilities that Zielies Tree Service has. Morrissette and Spafford reviewed with Westhuis and Siverling about clearance for both transmission and distribution. Richter, Westhuis and Siverling discussed future of underground lines verses overhead and Westhuis is currently working on policy with details on this reliability and it will be coming to the UAB later this year. Wells-Mangold and Siverling reviewed the increase cost from the previous three-year contract was normal 3% increase. Swanson asked about insurance liability is reviewed and Westhuis confirmed that the City's attorney does review this as it is a standard practice with all contracts.

Richter asked for approval of the resolution. MS Morrissette/Swanson moved to approve the resolution. As there was no further discussion, Richter asked for a vote. The resolution passed unanimously.

REPORTS:

RFMU WPPI Utilization Review Report

Westhuis and Finance Director/Controller Sarah Karlsson gave an overview the RFMU WPPI Utilization Review. WPPI offers free analysis of how RFMU utilizes the NorthStar Customer Information System (CIS) and discusses recommendation for utilizing the program more efficiently.

Finance Report

Karlsson reviewed the yearend close of 2019 numbers are not final as the yearend entries are still being processed with labor costs and recording certain expenditures. The electric, water and wastewater funds are running a positive balance.

FERC Studies Report

Westhuis reviewed the upcoming FERC Initial Study Report Meeting will be on February 13 at the City Hall Training Room. The meeting is open to the public and will review ideas about the direction of decommissioning the Powell Falls dam and restoration of the area.

Utility Dashboards (Electric, Water, Wastewater Treatment Plant, POWERful Choices!)

The 2019 October, November and December utility dashboards of Wastewater and POWERful Choices! were included in the UAB packet for review.

Monthly Utility Report

The 2019 October, November and December monthly utility reports were in the UAB packet for review. The board discussed the new wayfinding's signs in the City.

ANNOUNCEMENTS:


Westhuis invited the UAB to the Corporate Leaders Breakfast on January 23 from 7-9 a.m. at the University of Wisconsin – River Falls Lydecker Center.

ADJOURNMENT:

MSC Morrissette/Swanson move to adjourn. Unanimous.

Richter announced meeting adjourned at 7:26 p.m.

Reported by: Utility Administrative Assistant Lanae Nelson


Lanae Nelson, Utility Administrative Assistant