

# STOUGHTON UTILITIES COMMITTEE REGULAR MEETING MINUTES

Monday, October 19, 2020 – 5:30 p.m.

Stoughton, WI

Page No. 1

**Location:** Online Attendance: GoToMeeting ID 180-548-901.

**Members Present:** Citizen Member David Erdman (Chair), Alderperson Ben Heili (Vice-Chair), Alderperson Regina Hirsch, Alderperson Greg Jenson, Citizen Member John Kallas, Mayor Tim Swadley, Citizen Member Dustin Thoren

**Excused:** None

**Absent:** None

**Others Present:** Stoughton Director of Finance & Comptroller Jamin Friedl, Stoughton Utilities Assistant Director Brian Hoops, Stoughton Utilities Director Jill Weiss

**Call to Order:** Utilities Committee Chairperson David Erdman called the regular Stoughton Utilities Committee Meeting to order at 5:30 p.m.

**Utilities Committee Consent Agenda:** Stoughton Utilities staff presented and discussed the Stoughton Utilities Committee consent agenda items.

Motion by Jenson, the motion seconded by Kallas, to approve the following consent agenda items as presented:

- a. Draft Minutes of the August 17, 2020 Regular Utilities Committee Meeting
- b. Stoughton Utilities August Payments Due List Report
- c. Stoughton Utilities September Payments Due List Report
- d. Stoughton Utilities July Financial Summary
- e. Stoughton Utilities August Financial Summary
- f. Stoughton Utilities July Statistical Report
- g. Stoughton Utilities August Statistical Report
- h. Stoughton Utilities August Activities Report
- i. Stoughton Utilities September Activities Report
- j. Communications

The motion carried unanimously 7 to 0.

**Status of the Utilities Committee recommendation(s) to the Stoughton Common Council:** Stoughton Utilities staff presented and discussed the following items from the Stoughton Utilities Committee that were approved and/or placed on file by the Stoughton Common Council:

**Consent Agenda:**

1. Draft Minutes of the July 20, 2020 Regular Utilities Committee Meeting
2. Stoughton Utilities July Payments Due List Report
3. Stoughton Utilities June Financial Summary
4. Stoughton Utilities June Statistical Report

# STOUGHTON UTILITIES COMMITTEE REGULAR MEETING MINUTES

Monday, October 19, 2020 – 5:30 p.m.

Stoughton, WI

Page No. 2

## Business:

1. Wastewater 2019 Compliance Maintenance Annual Report (CMAR)
2. Naming the Stoughton Utilities Director and/or the Stoughton Director of Finance/Comptroller as Authorized Representatives to File Applications for Financial Assistance from the State of Wisconsin Environmental Improvement Fund

Discussion followed.

## **Stoughton Utilities Proposed 2021 Budget and Five Year (2021 – 2025) Capital Improvement Projects**

**(CIP) Plan:** Stoughton Utilities and City staff presented and discussed the proposed 2021 Stoughton Utilities budget. Discussion followed. Stoughton Utilities and City staff presented and discussed the proposed 2021 five-year (2021-2025) Capital Improvement Projects (CIP) Plan. Discussion followed.

Motion by Hirsch, the motion seconded by Jenson, to approve the Stoughton Utilities 2021 budget and the Stoughton Utilities 2021 five-year (2021-2025) Capital Improvement Projects (CIP) Plan and recommend approval to the Stoughton Common Council. The motion carried unanimously 7 to 0.

## **Ordinance to Amend Sections 74-15(a) and 74-15(b) and Create Sections 74-15 (c) through (e) of the City of Stoughton Code of Ordinances, Relating to the Placement of Water Metering Facilities and the Replacement of Inaccessible Metering Facilities:**

Stoughton Utilities staff presented and discussed a draft ordinance that would require the standardization of existing water metering plumbing arrangements that would not meet current plumbing codes. This ordinance is being proposed in preparation for our upcoming lead service line replacement program. Inaccessible metering locations not only pose accessibility concerns when servicing the meter, but can also pose potential dangers to servicing technicians. Discussion followed.

Motion by Heili, the motion seconded by Jenson, to approve amending Sections 74-15(a) and 74-15(b) and creating Sections 74-15 (c) through (e) of the City of Stoughton Code of Ordinances, relating to the placement of water metering facilities and the replacement of inaccessible metering facilities, and recommend approval of the adopting ordinance to the Stoughton Common Council. The motion carried unanimously 7 to 0.

## **Ordinance to Amend Sections 74-2(a) and 74-2(b) and Create Sections 74-2 (g) through (h) of the City of Stoughton Code of Ordinances, Relating to the Replacement of Indirect Service Lateral Connections:**

Stoughton Utilities staff presented and discussed a draft ordinance that would require privately-owned service connection lines be connected directly to the public system, and where any indirect service connections are discovered, provides a method to require such indirect connections be relocated to directly connect to the public system. This ordinance is intended to address scenarios where a home or building on one parcel has a water or sanitary sewer service line that connects to service line that provides service to a home or building on a neighboring parcel. Utilities staff is aware of several locations where such connections exist, and examples of the issues that can arise from such indirect connections were given. Discussion followed.

Motion by Heili, the motion seconded by Jenson, to approve amending Sections 74-2(a) and 74-2(b) and Create Sections 74-2 (g) through (h) of the City of Stoughton Code of Ordinances, relating to the replacement of indirect service lateral connections, and recommend approval of the adopting ordinance to the Stoughton Common Council. The motion carried unanimously 7 to 0.

# STOUGHTON UTILITIES COMMITTEE REGULAR MEETING MINUTES

Monday, October 19, 2020 – 5:30 p.m.

Stoughton, WI

Page No. 3

**Authorizing Stoughton Utilities to Apply for the Wisconsin Department of Natural Resources Private Lead Service Line (LSL) Replacement Program Funding Grant:** Stoughton Utilities staff presented and discussed the upcoming Private Lead Service Line Replacement Program grant opportunity offered by the Wisconsin Department of Natural Resources, and Stoughton Utilities' intent to apply for the grant to help fund the planned upcoming 2021 systemwide lead service line replacement program. Discussion followed.

Motion by Jenson, the motion seconded by Hirsch, to approve authorizing Stoughton Utilities to apply for the Wisconsin Department of Natural Resources Private Lead Service Line (LSL) Replacement Program Funding Grant, and recommend the approval and adoption of the corresponding resolution to the Stoughton Common Council on October 27, 2020. The motion carried unanimously 7 to 0.

Mayor Swadley and Utilities Director Weiss left the meeting at 7:00 p.m.

**Status Update: Lead Service Line Replacement Programs:** This item was tabled until the next meeting.

**Status Update: Customer Collections:** Stoughton Utilities staff presented and discussed an update on the current status of customer collections as a result of the COVID-19 public health crisis, and the status of current customer delinquencies. Staff informed the committee that SU has not completed any residential electric service disconnections since October 2019 and has not completed any water service disconnections since February 2020. Staff further informed the committee that commercial service disconnections resumed October 1, that the annual tax roll process began on October 15, and that customer delinquencies are approximately four times the amount they were at this time last year. Discussion followed.

**Stoughton Utilities Environmental Sustainability:** This item was tabled until the next meeting.

**Utilities Committee Future Agenda Items:** Staff informed the committee that upcoming meeting topics include the lead service line replacement program status update and the environmental sustainability discussion items that were tabled at tonight's meeting. Additional upcoming items include discussion regarding possible alternative options for progressing with the lead service line replacement program in 2021 in the case that the Wisconsin Department of Natural Resources (WDNR) grant is not received, and the WDNR response to our submitted 2019 Wastewater Compliance Maintenance Annual Report (CMAR). Discussion followed.

**Adjournment:** Being no further business before the committee, the Chair adjourned the regular Stoughton Utilities Committee Meeting at 7:10 p.m.

Respectfully submitted

Brian R. Hoops

Stoughton Utilities Assistant Director