

Utility Commission Meeting
Monday, July 7, 2025
6:00 PM at Utility Office Building

Members Present: Robert Affeld, Ross Canniff, Doug Lee, Bart Coons, Mayor Wegener, Alex Smudde

Members Absent: Nick Gahlman, Dick Evans

Also Present: Laurie Runyan

- I. The meeting was called to order at 6:00 PM and roll call was taken. Motion by Canniff/Coons to approve the agenda. Motion carried 4-0.
- II. Motion by Coons/Lee to approve the minutes from the previous meetings. Motion by carried 4-0.
- III. Public Appearances/Comment.
 1. Sheri Scott of MSA- WWTP update and discuss change order #8. Sheri explained each line item on the change order. Discussed amount of credit for the removal of Gantry crane, and cost of asbestos abatement line item; remove both items and possibly valve item on CO #7. New amount of CO #8 is a credit of \$21,140.71.
- IV. Monthly Business:
 - A. Approve Vouchers and Checks. Motion by Canniff /Coons to approve payment of WPPI Invoice for \$304,368.21 and checks of \$617,225.42. Motion carried 4-0. Affeld mentioned that to-date the utility spent \$170,585 on the tornado damage; Mayor thinks a majority of that will be covered by insurance.
 - B. Review Prior Month Income Statement.
 - C. Council Acts Affecting Utility. *Resolution 24-2025* (Approve Compliance Maintenance Report). *Resolution 25-2025* (Approve to Amend Personnel Policy Handbook- Paid Time- section 201 Hours of Work)
 - D. Consumption Loss.
 - E. Review Totals of Delinquent Customers. 8 disconnects in June; 2 are still off.
- V. Report of Officials:
 - A. Utility Accountant

Had about 5 customers sign up for time-of-day usage rates from the letters we sent out in June. Received draft copy of our 2024 Financial Statements from Baker Tilly. Thank you letters were sent to the municipalities who provided mutual aid for the tornado.

 1. Review, discuss and take possible action on bulk water meter fees. Questioned if we should be lowering our \$50 fee for bulk water- we've had customers that come to get a few hundred gallons of water and \$50 seems high for meter fee in those cases. Commission directed to keep the fee at \$50 to cover admin costs.
 2. Review, discuss and possibly approve Community Contributions. Received letter from Juneau PD for donation to help fund programs they provide to the community. Motion by Affeld/Lee to approve a donation of \$100 to JPD with the possibility of another donation later in the year. Motion carried 4-0.
 3. Review, discuss and take possible action on MEUW Wage Survey results. Laurie provided results of the 2024 survey showing the wages of the 5 surrounding municipalities. Juneau's 2025 current wages are considerably lower in comparison to the 2024 mean wage of the other municipalities for most utility positions. Utility staff requests a personnel meeting be held to review these wages and discuss wage adjustments to bring Juneau's utility wages to a competitive rate. Affeld will provide Laurie with a meeting date.

B. Electric Superintendent

1. Projects Update. In Nick's absence, Affeld reported, per Nick, that the ATC project is nearing completion, and the Fair St project should be done next week.

C. Water/Wastewater Superintendent

1. Review, discuss and possibly approve WWTP Change Order #8. Motion by Coons/Canniff to approve Change Order #8 to include changes discussed with Sheri for change order total of \$21,140.71 credit. Motion carried 4-0.
2. Projects Update. Had 42 hydrants painted, comments of noticeable overspray on grass areas. The required DNR lead and copper water sampling of 20 homes was completed in June, only 1 site test result was high; 2nd sampling will be done in July, then requirement will be completed, bill credits will be issued to participants. Received the hydrant buddy, behind on flushing due to short staffing, will try to complete in July. WWTP upgrade is complete except for a few items on Change Order #8. North clarifier was offline, when put back online a seal failed, was repaired under warranty. Aqualis cleaned and televised about 10,000 ft of sewer and 2 liftstations, not finding any significant leaks. On 6/25, met with Greg & Joe from MSA to discuss issues with WWTP project and their performance, Alex provided them with 4 pages of bullet-point items. For the facility plan amendment, Alex requests a special commission meeting to interview new engineering firms. Troy and Alex attended a class for UV disinfection. Sensient is asking when new contract limits will be put in place since the upgrade is complete. Will be purchasing the new pickup truck that is budgeted for this year off the lot instead of ordering due to lead times. The house that burned down on N Main St is being razed, utilities need to be abandoned, possibly cap in blvd. Newly hired operator starts tomorrow.

VI. President: The WPPI Annual meeting is Sept 16-18th and is being held in Green Bay. Anyone wishing to attend should contact Laurie.

VII. Mayoral Comments: Nothing to report.

VIII. Old Business: none

VI. New Business: none

Motion by Coons/Lee to adjourn meeting at 8:12 pm. Motion carried 4-0.

Minutes recorded by: Laurie Runyan