



**CITY OF RIVER FALLS WISCONSIN  
UTILITY ADVISORY BOARD AGENDA  
CITY HALL – COUNCIL CHAMBERS  
January 21, 2019**

The regular meeting of the River Falls Utility Advisory Boards was called to order by Utility Advisory Board Chair Adam Myszewski at 6:30 p.m.

**Utility Advisory Board Present:** Adam Myszewski, Diane Odeen, Kevin Swanson, Patrick Richter and Mark Spafford

**Utility Advisory Board Absent:** Tim Thum and Kellen Wells-Mangold

**Staff Present:** Utility Director Kevin Westhuis; Utility Administrative Assistant Lanae Nelson; Assistant City Administrator Julie Bergstrom; Wastewater/Water Superintendent Ron Groth and Electric Operations Superintendent Wayne Siverling

**Council Present:** Alderperson District 2 Christopher Gagne

**Approval of Minutes:**

Regular Meeting Minutes: 12-17-2018

**MSC Odeen/ Swanson approve minutes. Unanimous.**

**PUBLIC COMMENTS:**

Chair Myszewski opened the floor for comments.

Patricia LaRue, River Falls, WI spoke about attending the November 15, 2018, FERC Scoping Meeting on the River Falls Hydroelectric Project. LaRue said there was a question removing Powell Falls and the possibility the money isn't there to decommission and remove it. LaRue stated that presenter FERC Program Coordinator Shana Wiseman said that when a decommissioning order is issued, there will be requirements with strict deadlines. If the City doesn't comply with the requirements, they will be out of compliance and possibly could be fined. LaRue also mentioned other concerns she has regarding the FERC relicensing and Powell Falls removal process and plans.

**CONSENT AGENDA:**

Acknowledgment of the following minutes:

POWERful Choices Committee Meeting: 12-13-2018

**MSC Odeen/Swanson approve minutes. Unanimous.**

**NEW BUSINESS:**

**Resolution No. 2019-01 – Approving Engineering Contract for the Waste Water Treatment Plant Ditch Aeration and Front-End Screening Project**

Utility Director Westhuis introduced Wastewater/Water Superintendent Ron Groth as the presenter. Groth reviewed the need for services of a new aeration system for the oxidation ditches, fine screen in influent channel upgrades, and the relocation of the grit classifier to the screenings building.

Current rotors are inefficient, and there were two shaft failures in 2018. The current aeration system consists of "brush" rotors to mechanically mix and aerate the sludge in the tanks. The system is limiting to handle the increases in plant loadings of Biochemical Oxygen Demand (BOD) and ammonia over the

last 3 years. There was further discussion about the savings with the new technology, the increase in the influent BOD loadings, capacity, and the last time aeration was done. This resolution covers the design bid and not construction which would be a separate cost.

There were three engineering firms submitted proposals. Groth recommended that Strand Associates, Inc. be awarded the bid. They have the experience and were slightly less expensive in the amount of \$141,500 for the design and bid of the project.

**MS Odeen/Swanson move to approve the resolution. As there was no further discussion, Myszewski asked for a vote. The resolution passed unanimously.**

Resolution No. 2019-02 – Approving South Fork Substation Transformer Rebuild Project

Electric Operations Superintendent Wayne Siverling and Westhuis presented an approval for professional services with Jordan Transformer, LLC, for the rebuild of the old Power Plant Substation transformer to be used at the South Fork Substation. Siverling expressed that RFMU has worked previously with Jordan Transformer. In the past, they have provided support and are familiar with this transformer.

There was further discussion about the potential savings by doing this replacement and introducing new technology upgrades.

Westhuis and Siverling provided additional details and an estimate from Engineer Dave Krause on the rewind of the South Fork Power Transformer. By doing the rebuild on the retired Power Plant Substation transformer versus buying a new one, there will be a saving around \$200,000. The rebuild project with Jordan Transformer, LLC will not exceed \$604,797.

**MSC Richter/Odeen to move for the approval of the resolution. President Myszewski asked for any further decision; seeing none he asked for a vote on the resolution. The resolution passed unanimously.**

Resolution No. 2019-03 – Approving Professional Services for South Fork Substation Project

Siverling and Westhuis provided a presentation. The equipment at the South Fork Substation is nearing the end of its lifecycle expectancy. In the 2019-2023 CIP, \$1.2 million has been included to replace aging equipment in 2019 and 2020. This project includes replacing the existing 69kV equipment including the overhead bus, four 12.4 KV feeder breakers, a new 69 kV breaker and a control cable from the substation building to the outdoor equipment that needs replacing.

Westhuis and Siverling explained that the complexity of this project requires special design services which is why they recommend Krause Power Engineering, LLC, who has successfully been working with the City since 2006. The professional engineering services will be billed hourly and are estimated to not exceed \$100,000. There was further discussion about the great working relationship, customer service, and professional services with Krause Power Engineering, LLC. Siverling recommended approval of the resolution for professional services.

**MSC Odeen/Swanson to move for the approval of the resolution. President Myszewski asked for any further decision; seeing none he asked for a vote on the resolution. The resolution passed unanimously.**

**REPORTS:**

Informational Study Request Presentation by Technical Resources Consulting (TRC) of the Hydroelectric Relicensing Process to Federal Energy Regulatory Commission (FERC)

TRC Senior Consultant Lesley Brotkowski gave a Skype presentation of the City's Hydroelectric Project including an overview of study requests and, discussed RFMU's proposed studies. She outlined the next steps in the FERC process. The study requests were grouped by topic area and each line item includes the requestor, requested study, purpose and requestor-supplied cost estimate. RFMU is in the process of

evaluating the study request and developing a study plan protocols for the PSP.

The study requests were received from: FERC, National Park Service (NPS), Wisconsin Department of Natural Resources (DNR), Kiap-TU-Wish chapter of Trout Unlimited (TU), River Alliance of Wisconsin, Kinnickinnic River Land Trust, and Friends of the Kinni.

Brotkowski answered questions from the UAB about the integrated process, studies and surveys. Westhuis mentioned the studies did not have a cost attached to them as they are being prepared. The next steps of draft and file process of the Proposed Study Plan is due by February 11, 2019. Brotkowski explained that the cost for the studies takes time reviewing on what will be done, hours, staff and logistics needed. Alderperson District 2 Christopher Gagne asked Brotkowski if RFMU proposes a study, does it have to be done. She said that yes; FERC will ask for the study to be done. If a study wasn't proposed on the study plan, then it would not be required.

The next steps in the process are:

- Draft and file Proposed Study Plan (February 11, 2019)
- Hold Study Plan Meeting (March 13, 2019)
- File Revised Study Plan (June 11, 2019)
- FERC Study Plan Determination (July 11, 2019)

#### Finance Report

Assistant City Administrator Bergstrom gave a brief overview of the finance report. The Finance Department is working on finalizing the year end 2018 statements; therefore, they were not included the agenda packet. The electric, water, and wastewater funds are running a positive balance, and storm water for 2018 which had a negative balance around \$50,000 yet it had a surplus in 2017 of \$50,000 (which has a two-year budget that even out with each year).

#### Utility Dashboards

The 2018 December utility dashboards of Electric, Water, Wastewater Treatment Plan and POWERful Choices! were included in the UAB packet for review. Westhuis said they reflect the finance report that Bergstrom provided.

Odeen mentioned the extreme cold weather and the lack of snow on the ground has affected the water mains. Westhuis and Groth explained that there were six water main breaks last month with circular cracks in six-inch cast iron pipes.

#### Monthly Utility Report

The 2018 December monthly utility reports were in the UAB packet for review.

Westhuis mentioned that there were two squirrel electric outages last week that affected a couple of customers.

Westhuis said there will be an internal staff AMI kickoff meeting this week.

Siverling explained the North Substation had a relay monitor feeder outage failure, and the electric department had a spare to use replace it.

#### **ADJOURNMENT:**

**MSC Odeen/Swanson to adjourn. Unanimous.**

**Myszewski announced meeting adjourned at 7:40 p.m.**

Reported by: Utility Administrative Assistant Lanae Nelson

  
Lanae Nelson, Utility Administrative Assistant