



**CITY OF RIVER FALLS WISCONSIN
UTILITY ADVISORY BOARD AGENDA
MEETING MINUTES
JUNE 19, 2023**

The meeting was called to order by Utility Advisory Board member Chris Lick at 6:30 p.m.

Utility Advisory Board Present: Dean Bartels, Nick Carow, Chris Lick and Mark Klecker

Utility Advisory Board Absent: Adam Gierl, Tim Thum and Kellen Wells-Mangold

Staff Present: Utility Director Kevin Westhuis; Water/Wastewater Superintendent Dean Seemuth; Engineering Technician & GIS Mapper Tamarra Jaworski; Utility Administrative Assistant Lanae Nelson and IT Specialist Jonathan Thoen

Approval of Minutes:

Meeting Minutes: 05-15-2023

MSC Carow/Bartels approve minutes. Unanimous.

CONSENT AGENDA:

Acknowledgement of the following minutes:

West Central Wisconsin Biosolids Facility Commission: 05-18-2023

MSC Carow/Klecker approve minutes. Unanimous.

NEW BUSINESS:

Ord. No. 2012-01, § 1, 1-24-2012; Ord. No. 2018-12, § 1, 8-28-2018

Utility Director Westhuis introduced annual election of the Utility Advisory Board Chair and Vice Chair offices.

UAB Board member Lick opened the nominations for Board Chair. MS Klecker/Bartels to move for the nomination of Kellen Wells-Mangold. UAB Board member Lick asked for a vote on the nomination. The nomination passed unanimously; Kellen Wells-Mangold was elected as Board Chair.

UAB Board member Lick opened the nominations for Board Vice Chair. MS Carow/Bartels to move for the nomination of Chris Lick. UAB Board member Lick asked for a vote on the nomination. The nomination passed unanimously; Chris Lick was elected as Board Vice Chair.

Resolution 2023-05 – Recommending Awarding 2023 and 2024 Manhole Rehabilitation Project

Utility Director Westhuis introduced Engineering Technician & GIS Mapper Tamarra Jaworski and she presented the recommendation for to award the contract for the 2023 and 2024 Manhole Rehabilitation Project services to Hydro-Klean, LLC. Jaworski reviewed manhole rehabilitation rating system, gave examples of manholes needing repairs, and discussed the process.

The board and Westhuis discussed the project, pricing, timeframe. The cost for the proposal from Hydro-Klean, LLC for the manhole rehabilitation in 2023 is \$58,284.00 and 2024 is \$99,266.00 for a grand total of \$157,550.00.

MSC Klecker/Carow moved to approve the resolution. As there was no further

discussion, UAB Board Vice Chair Lick asked for a vote. The resolution passed unanimously.

Resolution 2023-06 – Review of Wastewater Treatment Plant 2022 Compliance Maintenance Annual Report

Utility Director Westhuis introduced Water/Wastewater Superintendent Dean Seemuth and he presented the 2022 Compliance Maintenance Annual Report (CMAR). This annual self-evaluation report evaluates the City's wastewater treatment system and is reported to the Wisconsin Department of Natural Resources (DNR).

Seemuth reviewed the City's Wastewater Treatment Plant (WWTP) graded at a 4.0 on a scale of 4.0. He spoke on the grading of the CMAR summary report, the yearly influent biochemical oxygen demand (BOD), the work, efficiency and the capacity of the aeration system at the WWTP.

The UAB requested to approve the 2022 CMAR resolution requesting the City Council approve and authorize it to be submitted to the DNR. The City Council will review the report on the June 27, 2023 meeting.

MSC Carow/Klecker moved to approve the resolution. As there was no further discussion, UAB Vice Chair Lick asked for a vote. The resolution passed unanimously.

REPORTS:

Finance Report

Director Westhuis gave a brief overview of the finance report, which was included in the packet.

Utility Dashboards

Utility Director Westhuis spoke on the 2023 May utility dashboards, which were included in the packet.

Monthly Report

The 2023 May monthly utility reports were in the UAB packet for review.

ANNOUNCEMENTS:

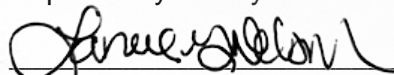
Utility Director Westhuis welcomed Dean Bartels to his first meeting as the newest member of the Utility Advisory Board.

There were no disconnections this month.

ADJOURNMENT:

MSC Klecker/Carow to adjourn. Unanimous. UAB Vice Chair Lick announced meeting adjourned at 7:05 p.m.

Reported by: Utility Administrative Assistant Lanae Nelson



Lanae Nelson, Utility Administrative Assistant