



PUBLIC UTILITIES COMMITTEE MEETING

Monday, February 02, 2026 at 5:00 PM

Committee Room - City Hall, 3rd Floor 1717
E. Park Street, Two Rivers, WI 54241

MINUTES

1. **CALL TO ORDER:** 5:00 pm

2. **ROLL CALL**

Committee Members: Shannon Derby, Darla LeClair, Tim Petri

Staff & Others: Matthew Heckenlaible, Scott Ahl, Brian Dellemann, Dave Casebeer, Andrew Sukowaty, Shawn Taddy, Kyle Kordell

3. **REVIEW AND APPROVAL OF MINUTES**

Minutes from the January 5, 2026, Public Utilities Committee meeting

Darla LeClair made a motion to approve the January 5, 2026, Public Utilities Committee meeting minutes, seconded by Shannon Derby. Motion carried.

4. **PUBLIC INPUT** – N/A

5. **PROJECT UPDATES AND ACTION**

A. **2025 CIPP**

Visu-Sewer has provided Engineering with all required submittals and is anticipating the commencement of their work in February. Their original start was delayed due to the extreme cold experienced in January.

B. **2025 LSL Contract**

We are waiting for warmer weather to allow Essential Sewer & Water to resume work. Approximately 90 services remain to be completed within the originally defined impact area. If contract funds are available, there may be an opportunity to complete an additional 20–30 services on 24th Street and 25th Street. To date, the property owners on those streets have not been notified due to the uncertainty regarding available funding.

C. **Contract 2-2026 Lead Service Lateral Replacement**

This contract is currently out for bid, with the bid opening scheduled for February 10th at 10:00 a.m. at City Hall. The WDNR has contacted our consultant, and by extension the City, to explore the possibility of offering a financing option to residential property owners for the “private side sanitary lateral” portion of the contract. Currently, property owners are required to pay for the full private side sanitary lateral work within 90 days of receiving the invoice.

Under the proposed program, the City could borrow the additional funds as part of our Clean Water Fund loan and carry the loan, including principal and interest, over a 20-year period. This would allow the City to offer property owners an extended payment option with interest.

WDNR is requesting proof of inflow and infiltration reduction as part of this program; however, the specific method for demonstrating this has not yet been determined.

D. Contract 1-2026 Water System Improvement

The plans have been prepared, and the specifications and bidding documents are currently being finalized. The project should be advertised for bid soon.

E. Contract 3-2026 CIPP

Engineering staff is currently preparing this contract so it can be advertised for bid in the near future.

6. WASTEWATER UTILITY: UPDATES AND ACTION

A. PFOS Update

As part of the City's current WDNR discharge permit, effluent sampling for PFOS and PFOA is required to determine their presence and concentrations. The results will be submitted to WDNR as part of a report due in July. The anticipated limit is 140, and current sampling trends are approximately 126. Previous sampling has confirmed the presence of PFAS in the effluent. Depending on the final results, the City may be required to prepare a PFAS minimization plan.

As a proactive measure, additional sampling was conducted at the landfill, which also identified PFAS. Follow-up sampling that was planned for January was delayed due to extreme cold weather and has been rescheduled for early February. It is anticipated that the landfill samples will indicate levels significant enough to be a major source contributing to discharges to the wastewater treatment plant.

Based on this expectation, preliminary discussions have taken place with WDNR regarding the possibility of foregoing the full minimization plan investigation. If WDNR does not concur, further discussions are ongoing to identify ways to limit the scope of extensive sampling throughout the wastewater collection system. There may also be EPA and/or WDNR funding opportunities available to support on-site treatment at the landfill to address PFAS prior to entering the wastewater collection system; however, those funding options require further investigation.

B. Plant Personnel Update

Staff has been meeting regularly to discuss the transition and to ensure that documentation is in place to support daily operations at the wastewater treatment plant, as well as weekly, monthly, and annual tasks and reporting requirements. These discussions have focused on a variety of topics, including Standard Operating Procedures, regulatory reporting, access to WDNR forms and portals, cold weather plant operations, electrical outages, lift station failures, and inflow and infiltration, among others, that have been addressed over the past several months.

Shawn provided a brief introduction outlining his role at the wastewater treatment plant and shared an update on how the transition is currently progressing.

C. I/I Discussion

As noted in the Plant Personnel Update, staff has discussed Inflow and Infiltration (I/I) and its impact on wastewater plant operations. While no recent formal I/I study has been completed, staff is aware of evidence indicating that I/I is affecting plant flows.

This determination is based on a comparison of system volumes: the Water Utility distributes approximately 1 MGD of drinking water, while the wastewater treatment plant receives roughly 2 MGD. In addition, plant flows are observed to increase rapidly during spring thaw conditions, extended rainfall, and heavy rain events, and then take several days to return to normal operating levels.

At this time, there is no immediate concern that the excess flow is causing significant operational issues at the plant; however, staff acknowledges that I/I exists within the system. From a cost perspective, treating the additional volume of water is currently less expensive than undertaking a comprehensive effort to fully eliminate I/I. Staff will continue to look for simple, low-cost opportunities to address obvious sources of I/I to determine whether measurable reductions can be achieved.

7. ELECTRIC AND TELECOMMUNICATIONS UTILITIES: DIRECTOR UPDATES AND ACTION, IF APPLICABLE

A. Electric Service Manual Update

Since the draft service manual template was introduced at last month's committee meeting, Electric Utility staff has reviewed and customized it to meet their needs. This included omitting certain content and adding new text, drawings, and maps. The staff plans to submit this working draft to the PSC consultant for updates and then hopes to share it with the committee next month.

B. Utility Employee Apprenticeship

Multiple Electric Utility staff members are currently enrolled in, or have completed, various apprenticeship programs. Tyler Duessing has successfully completed the meter technician program and is now enrolled in the four-year lineman apprenticeship program. Steven Gretz is currently enrolled in the three-year meter technician apprenticeship program.

C. Utility Economic Development Strategy

A discussion was held regarding large electric, water, and sewer users. Brian Dellemann provided an example of an ordinance recently introduced by the City of Kaukauna related to AI data centers, which outlines basic checks that would be reviewed prior to allowing a data center to locate in the community. These common-sense checks should be applied more broadly to any potential large electric, water, or sewer user, often referred to as "wet industries."

The Committee agreed that, under the right circumstances, appropriate wet industries could be part of the Two Rivers landscape and should not be immediately dismissed. No further action is anticipated as a result of this discussion.

8. WATER UTILITY: DIRECTOR UPDATE, DISCUSSION AND ACTION, AS NEEDED

A. Run Water List

Andrew Sukowaty provided an update noting that, to date, there have been no frozen water services. However, there were some issues related to frazil ice at the water intake cribbing in Lake Michigan. Warmer weather and water conditions have since resolved the frazil ice issue.

If a water service does freeze, the Public Service Commission (PSC) requires the Water Utility to thaw the service at no charge. Those properties are then placed on a "run water" list. If the

water service freezes again, the Water Utility may assist with thawing the service but is permitted to recover the associated costs. The property is then placed on a second list.

B. Lab Remodel

Water Utility staff are nearly finished with the laboratory remodeling project. Cost savings were achieved by obtaining cabinets from the school district, and staff are currently awaiting the installation of countertops so the remodel can be completed in the near future.

C. Service Line Checks

As part of new WDNR requirements, the Water Utility is completing a significant number of water service inspections to identify the material composition of each service. This work must be completed by fall 2027 and submitted to the WDNR. Having this information in advance will also be beneficial when bidding future Lead Service Line (LSL) replacement contracts.

Water Utility staff are coordinating water meter replacements concurrently with the service material inspections. The winter months are an ideal time to complete these inspections.

D. WIAWWA Distribution Conference

Some Water Utility staff will be participating in the annual conference in Wisconsin Dells next week. This will be a great opportunity to learn more about current rules and requirements, as well as how other water utilities are managing to meet those requirements.

9. STORM WATER UTILITY: UPDATES AND ACTION, AS NEEDED – N/A

10. SOLID WASTE UTILITY: UPDATES AND ACTION, AS NEEDED

A. Leaf Collection Totals

Director Heckenlaible did not have the final figures available but noted that the quantity of leaves collected exceeded that of previous years, despite the collection season being shortened by one week.

11. ANY OTHER ITEMS OR ISSUES TO COME BEFORE THE COMMITTEE, WITH DISCUSSION AND ACTION – N/A

12. SET DATE, TIME, LOCATION, AND AGENDA ITEMS FOR NEXT COMMITTEE MEETING
Proposed for March 2, 2026, at 5:00 pm

13. ADJOURNMENT: 5:57 pm

Tim Petri made a motion to adjourn the meeting, seconded by Darla LeClair. Motion carried.

Respectfully submitted by: Matthew R. Heckenlaible
Public Works Director/City Engineer