



# PUBLIC UTILITIES COMMITTEE MEETING

Wednesday, June 22, 2022 at 4:45 PM

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

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## MINUTES

### 1. CALL TO ORDER

### 2. ROLL CALL

Committee Members: Darla LeClair, Tim Petri, Jason Ring

Staff & Others: Greg Buckley (City Manager), Jim Mc Donald (Public Works Director), Scott Ahl (Civil Engineer II), Dave Casebeer (Wastewater Utility)

### 3. REVIEW AND APPROVAL OF MINUTES – not reviewed at this meeting

### 4. PUBLIC INPUT – None Offered

### 5. WASTEWATER UTILITY:

Adjustment of billing for back-charges on multi-unit buildings

- reviewed list, summarizing back billing for 24+ months (since approximately Jan, 2020)

- previous consensus to spread payments over 12 months

- noted Wastewater Utility is NOT regulated by PSC; PSC would limit back charge period to 24 months, if it was a regulated utility.

- recommendation to back bill properties for 24 months of short billing; Offer option to pay in full or spread over 12 months; if customer requests an extension, provide the option to spread back bill amount over 24 months with 5% interest applied, approval would be made by Finance Director or City Manager.

*Motion made by Tim Petri, seconded by Jason Ring, to recommend to Council to back bill affected customers for amount of 24 months when billing was short. Provide option to pay in full or spread over 12 months; if customer requests an extension, provide the option to spread back bill amount over 24 months with 5% interest applied, approval would be made by Finance Director or City Manager.*

*Motion passed with unanimous voice vote.*

Reviewed chemical cost for ferric chloride and polymer that are used at the wastewater plant; noted expectation of year end chemical costs to increase 40%, as compared to 2021 costs.

Rate increase considered to increase the monthly sanitary sewer fixed fee from \$15 to \$17 and additional units fixed fee increase from \$9 to \$10.20. The usage charge would remain unchanged.

*Motion made by Tim Petri, seconded by Darla LeClair, to affirm previous rate increase.*

*Motion passed with unanimous voice vote.*

Review CMAR Report from calendar year 2021; noted all categories provided 'A' grade, with the exception of Influent Flow and Loadings, which was rated as an 'F' grade. Staff indicated BOD loadings at the wastewater plant are higher than design, which leads to the grade. The plant is able to remove the loading, most of which appears to be grease and other floatable material, which are removed in the primary clarifiers. Staff is working with a local industry which is the suspected source of the increased loadings to reduce the levels.

*Motion made by Jason Ring, seconded by Tim Petri, to recommend the approval of the 2021 CMAR Report to Council. Motion passed with unanimous vote.*

6. **STORM WATER UTILITY: UPDATES AND ACTION AS NEEDED**
7. **ANY OTHER ITEMS OR ISSUES TO COME BEFORE THE COMMITTEE, WITH DISCUSSION AND ACTION**
8. **SET DATE, TIME, LOCATION, AND AGENDA ITEMS FOR NEXT COMMITTEE MEETING**  
Tuesday, July 12, 2022, at 5:15pm
9. **ADJOURNMENT** Motion was made by Tim Petri, seconded by Jason Ring, to adjourn at 5:35pm