

**City of Oconomowoc
Utility Committee Meeting Minutes – April 28, 2020**

Alderman Kowieski called the virtual meeting to order at 4:00 pm.

Members Present: Alds. Kowieski, Zaphel and Mulder

Staff Present: Kevin Freber, Scott Osborn, John Schuh, Laurie Sullivan, Joe Pickart, Ellen Schmidt, Sarah Kitsembel and Chris Dehnert

2. Minutes of December 17, 2019, February 18 and February 25, 2020: Motion by Zaphel to approve the December 17, 2019, February 18 and 25, 2020 minutes as presented; second by Mulder. Motion carried 3-0.

3a. Consider/recommend Pole Attachment License Agreement between the City of Oconomowoc and Midwest Fiber Networks, LLC: Pickart explained this is a standard agreement which covers wired lines only and will affect 35 to 40 poles. The document was prepared by Attorney Gullicci who works with the utility on these types of agreements. Currently the Utility has a similar agreement with Spectrum. Attorney Riffle also reviewed the agreement and the Certificate of Insurance. If recommended, this agreement will then move on to Council for approval. Pickart noted the utility's biggest concern which was going from overhead lines to underground has been addressed in the agreement. It was also noted this has nothing to do with 5G. Motion by Mulder to recommend the Pole Attachment License Agreement to Council; second by Zaphel. Motion carried 3-0.

4. Review Committee Reports: Electric (March/April) – Pickart referred to his report included in the packet and explained training was held in Sun Prairie and at the Waukesha County Technical College on leading a multi-generational workforce. **Water (March/April)** – Osborn referred to his report included in the packet and said hydrant flushing will begin on Monday. They will keep the City website updated along with publishing a notice in the newspaper. Osborn provided background on how and why they flush the hydrants. **Wastewater Report (March/April)** – Freber referred to his report included in the packet and said the numbers are still looking good for their WPDES permit. Design engineering of the digester and HVAC project have been postponed because the facility is closed due to the pandemic. As soon as everything reopens, they should be able to move forward with the design work so that it can be bid in December with a January bid opening. Freber noted he will be happy to give the new aldermen tours of the facility and provide an update to the watershed program. **Utility Billing (March/April)** – Schuh referred to his report included in the packet. He recently filed the annual report with the PSC. He also provided charts of the electric and water utilities which covered the past 30 years.

5. Staff and Committee Comments: Members requested an analysis going back to 2008-09 on how utilities have been affected by Covid 19 and a note be included on utility bills on how to register to vote and get an absentee ballot. Kitsembel will give a report at the May 5, 2020 Council meeting on the effects of Covid 19 on City operations.

6. Adjourn: Motion made by Zaphel to adjourn at 4:38 pm; second by Mulder. Motion carried 3-0.

Chris Dehnert, Deputy City Clerk