



**CITY OF RIVER FALLS WISCONSIN  
UTILITY ADVISORY BOARD AGENDA  
CITY HALL – COUNCIL CHAMBERS  
November 19, 2018**

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, Tim Thum, Mark Spafford and Kellen Wells-Mangold

**Staff Present:** Utility Director Kevin Westhuis; Utility Administrative Assistant Lanae Nelson; Wastewater/Water Superintendent Ron Groth; Assistant to the City Administrator Brandt Johnson and Management Analyst Fellow Jason Rohloff

**Approval of Minutes:**

Regular Meeting Minutes: 10-15-2018

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

**CONSENT AGENDA:**

Acknowledgment of the following minutes:

West Central Wisconsin Biosolids Facility Commission: 9-20-2018

POWERful Choices Committee Meeting: 10-4-2018

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

**NEW BUSINESS:**

**Resolution No. 2018-12 – Approving Water Business Plan**

Utility Director Westhuis introduced Assistant to the City Administrator Brandt Johnson and Management Analyst Fellow Jason Rohloff as the presenters of the Water Business Plan 2019-2023. They gave an overview of the Water Utility background, vision, mission and values. During the presentation they reviewed the water service overview, objective, operational resilience and financials. This business plan is a guide for RFMU to follow.

Rohloff asked if there were any questions. Spafford was impressed with the report and enjoyed the transparency of the strength and weaknesses that is in the water system. He asked if there was 10-year analysis plan and will there be predictions in a year. Westhuis and Odeen brought up that there will be an asset management plan that will address these issues. Wastewater/Water Superintendent Ron Groth confirmed that there will be an asset management plan for the long-range planning of the water utility.

**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. 2018-13 – Recommending Agreement with TRC Solutions Expenditure for Year Two Hydroelectric Relicensing Work**

Westhuis presented information on an approval of professional services with TRC Solutions for Year Two of Hydroelectric Relicensing work with the Federal Energy Regulatory Commission (FERC). Westhuis expressed that RFMU has worked with TRC Solutions, and they have given great support with

relicensing and the potential hydro license extension. He also commented that this is a detailed process, and they are familiar with the City's hydro facilities. Westhuis advised that the Utility Advisory Board should recommend that City Council approve a resolution authorizing professional services to retain TRC Solutions for year two of relicensing support at a fee of \$64,950.

Westhuis and Thum discussed the process of the pre-application and requests. Odeen mentioned that hiring a consult expert is valuable and economical in this process.

**MSC Odeen/Thum move to approve the resolution. Myszewski asked for any further discussion. Myszewski asked for a vote on the resolution. The resolution passed unanimously.**

**REPORTS:**

Finance Report

Westhuis gave an overview of the finance report which was included in the packet.

Utility Dashboards

The 2018 October utility dashboards of Electric, Water, Wastewater Treatment Plan and POWERful Choices! were included in the UAB packet for review.

Monthly Utility Report

The 2018 October monthly utility reports were in the UAB packet for review. Westhuis shared there was FERC Scoping Meetings to discuss the City's Hydroelectric Project No. 10489 to receive input on the scope of proposed studies. FERC also held a site visit at the project facilities. A handout titled, How to File a Study Request Address the 7 Criteria was distributed at these meetings which Westhuis circulated to the Board. This document detailed the process plan and schedule of the project.

**ANNOUNCEMENTS:**

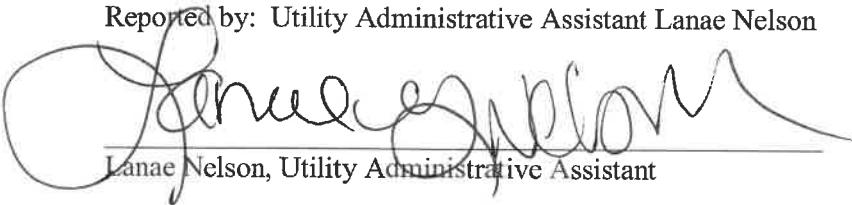
Myszewski mentioned the POWERful Choices October 4, 2018 Minutes had interesting details from Bob Pfister of Advanced Disposal on recycling issues facing America and River Falls with China's Green Fence. Westhuis said in the December 2018 utility bill there will be an insert reviewing what to and what not to recycle along with the Annual Trash and Recycling fee increase of \$0.35 which is based on the Consumer Price Index.

**ADJOURNMENT:**

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

**Myszewski announced meeting adjourned at 7:02 p.m.**

Reported by: Utility Administrative Assistant Lanae Nelson



Lanae Nelson, Utility Administrative Assistant