

**MINUTES  
UTILITY COMMISSION MEETING  
OCTOBER 13, 2016**

The meeting was called to order at 7:05 p.m.

Present: Bernstein, Deloach, Groschen, McCune, Pehrson; Town Board Liaison: Kermes; Clerk: Short; Guests: Tom Chovan and Randy Johnson, Republic Services.

Absent: Hesse with notice.

**APPROVAL OF AGENDA (Additions/Deletions):** Bernstein moved approval of the agenda with the following amendment: Add 10A) West Avenue Rain Garden. McCune seconded. Ayes all.

**APPROVAL OF SEPTEMBER 8, 2016 MEETING MINUTES:** Bernstein moved approval of the September 8, 2016 Meeting Minutes. Deloach seconded. Ayes all.

**CONSENT AGENDA:** Deloach moved to approve the Consent Agenda as follows: 4A) Receive Monthly Sewer & Water Report; 4B) Receive EDAB Meeting Minutes; 4C) Receive Republic Services Monthly Service Report. McCune seconded. Ayes all.

**COMMISSIONER'S REPORT: Town Hall:** The Board approved two contracts for site and building improvements for the Town Hall. Pember Companies, Inc. will do site improvements. Landscaping has been deleted from their original base bid because the building repair would compromise the landscaping while exterior work is done on the building. The bid from Husnik Homes was approved with a modification for stucco work. The stucco will not be totally removed and replaced where needed. **Annual Presentation of the Town's Storm Water Pollution Prevention Program:** The Town Engineer provided the annual presentation as required by the Minnesota Pollution Control Agency. Owners and operators of municipal storm sewer systems are required to obtain a permit from the Minnesota Pollution Control Agency in order to continue operating their drainage systems. The Annual Presentation included public education; advisory committee (the Utility Commission reviews and advises the Town Board on storm water issues); storm sewer system map; construction site requirements; infrastructure inspection plan; street sweeping; spring clean-up; projects completed in 2016; and future storm water project list with approximate costs. **Water Bill Concern:**

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A resident contacted the Town Board due to an unusually high water bill. Public Works checked the water meter and all was in working order. There was evidence that there may have been a water leak somewhere. The resident was informed that no problem was found with his meter. The Board would not reduce the bill but did allow the resident to pay the bill over time without any late fees. **Mobile App:** The Town has initiated a mobile app that allows residents to register a concern. The concern is directed to the proper department for handling. The app also allows the resident to see action taken and the result.

**PUBLIC WORKS DIRECTOR REPORT:** The Public Works Director reviewed Public Works Department activity for the month of September. **Stormwater Ponds:** Inspections of the stormwater ponds has begun. There will be more projects identified for the storm water project list as the inspections are completed. **Taylor Avenue Culvert Replacement:** The culvert has been replaced with rip rap placement and restoration work to be completed soon. Staff is working with an adjacent neighbor who had concerns regarding work on private property. **Barry Lane Pond:** The Town Engineer is working with Rice Creek Watershed District on their approval of the Barry Lane Pond plan and specs. The Rice Creek Watershed District has provided grant funding in part for the project. The bid documents will be out soon. **Treatment Plant #1:** The chlorination feed equipment improvements will be installed soon. Breakpoint chlorination testing can continue once the equipment is in. There are still some small items that Magney Construction is taking care of. These items are Magney's responsibility. The bacteria test was done and all was satisfactory. **Radio Reads:** The Public Works Director is investigating the cost to hire an outside contractor to complete the radio installation project in 2017. The Utility Commission is looking to improve the Town's ability to provide timely information on consumption to residents and the expedition of the meter radio read will assist in accomplishing this effort. It will require an adjustment to the CIP to accelerate the purchase of the remaining radios. There are a total of 3,113 radios installed to date, with approximately 1,500 radio installations to complete. There are 600 radios in stock. **Water Supply Plan:** The Water Supply Plan will be updated by TKDA and staff prior to the end of 2016. There will be a meeting to discuss the need to meet water reduction goals. **I/I Investigative Work:** The I/I televising work has begun with the televising of Buffalo Street, Williams Avenue, and Ridgeway. The Town Engineer has the televising report for review. The 2016 televising program has been awarded to Hydro Klean. The televising work began the week of October 3, 2016.

The Public Works Director reported that the complaints about black specks in the water in the north system were due to iron and manganese.

**REPUBLIC SERVICES CONTRACT – RENEWAL DISCUSSION:** Tom Chovan reviewed three new options for waste and recycling services. Following is the current pricing and the three options:

**2016 Current Pricing:**

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<b>Cart Size</b>	<b>Monthly Rate</b>
32 gallon	\$ 20.72
65 gallon	\$ 22.46
95 gallon	\$ 25.58

**CURRENT SERVICE LEVELS: Note: for the current pricing, Republic Services provides these additional services at no extra charge:**

- Republic prints, mails and collects on all invoicing/payments.
- Republic provides no charge yard waste service to every household.
- Republic provides free bulky items collection (furniture & miscellaneous) to each household. Appliance collection is limited to 3/household/year.
- Republic provides service to all Town-owned properties and parks.
- Republic provides all labor/employees and equipment for Clean Up Day.
- Republic prints and mails the annual waste and recycling mailer to all households.

**OPTION #1: Retain Unlimited Service**

<b>2017: Cart Size</b> <b>(No increase over 2016)</b>	<b>Monthly Rate</b>
32 gallon	\$ 20.72
65 gallon	\$ 22.46
95 gallon	\$ 25.58

<b>2018:</b> 32 gallon	\$ 21.24
65 gallon	\$ 23.02
95 gallon	\$ 26.22

**2019: 2.5% increases in each rate level**

**2020 2.5% increases in each rate level**

**2021 2.5% increases in each rate level**

**Notes:** 1) Republic Services will continue to provide all additional services noted above at no extra charge; 2) Republic Services will hold 2016 pricing flat in 2017 – no changes in price or service to residents.

**OPTION #2: No Bulks or extras included – residents pay as needed.**

<b>2017: Cart Size</b>	<b>Monthly Rate</b>
32 gallon	\$ 18.96
65 gallon	\$ 21.51
95 gallon	\$ 23.85
<b>2018:</b> 32 gallon	\$ 19.43

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65 gallon	\$ 22.05
95 gallon	\$ 24.45

**2019: 2.5% increases in each rate level.**  
**2020: 2.5% increases in each rate level.**  
**2021: 2.5% increases in each rate level.**

**Notes:** 1) Republic Services will provide these additional services at no extra charge; 2) Republic Services prints, mails and collects on all invoicing/payments; 3) Republic Services provides no charge yard waste service to every household; 4) **No free bulk or extras. Resident pays for addition as needed. (Residents will be charged \$1.50 per bag for extras and price per item for bulks.);** 5) Republic Services provides service to all Town-owned properties and parks; 6) Republic Services provides all labor/employees and equipment for Clean Up Day; 7) Republic Services prints and mails the annual waste and recycling mailer to all households.

**OPTION #3: 3 Free Bulks Annually – No Extras**

<b>2017:</b> 32 gallon	\$ 19.66
65 gallon	\$ 21.89
95 gallon	\$ 24.54

<b>2018:</b> 32 gallon	\$ 20.16
65 gallon	\$ 22.44
95 gallon	\$ 25.16

**2019: 2.5% increases in each rate level.**  
**2020: 2.5% increases in each rate level.**  
**2021: 2.5% increases in each rate level.**

**Notes:** 1) Republic Services will provide these additional services at no extra charge: 1) Republic Services prints, mails and collects on all invoicing/payments; 2) Republic Services provides no charge yard waste service to every household; 3) 3 bulk pick-ups annually; 4) Republic Services provides service to all Town-owned properties and parks; 5) Republic Services provides all labor/employees and equipment to Clean Up Day; 6) Republic Services prints and mails the annual waste and recycling mailer to all households.

There was considerable discussion regarding which option would be the most cost effective, efficient, and provide the best service to Town residents. Tom Chovan reported that the pricing is still competitive with other communities. He noted that most communities do not participate in the free yard waste option or the free Clean Up Day options. He reported that yard waste is available in those communities for a cost of \$99.00 per year. He stated that they have determined that yard waste pick up participation is 20% – 30% in the summer; 85% - 90% in the spring and fall. He stated for people to opt in for yard waste pick just in the spring is problematic and time

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consuming. Bags can be picked up at \$4.00 per bag. He reported that historically the Town has had a “take-all” service which seems to be what people want.

Tom Chovan provided information on bulk items. He reported that the drivers informed him that they pick up 10 bulk items per day (2,600 per year). He provided pictures of refuse carts with extra bags set beside them. He reported that the drivers will leave tags on the cart if people are exceeding excess volume limits. In response to a question how many households have unlimited level of refuse service, Tom Chovan reported that 5% participate in the unlimited.

Questions and comments from the members included:

- Would paying extra for certain services make a big difference in the rate?
- What is more important – bulky items or extra refuse. (Bulky items take up more room in the truck and Republic pays more at disposal for the items.)
- Trying to define what is a bulk item is difficult. It would be best to implement any change over time regarding bulk items.
- 2017 could be the year for educating people. (Information will be placed in the reference guide and Republic will place “leave behind” notice for each resident. At the end of the year Republic will provide a tally of bulk items per residence as we transition into 2018.)
- Can there be more than one reminder?
- 50% of residents have their own container. Republic is okay with that.
- Educate residents about exceeding volume.
- How can the contract provide reasonable language for fuel rate adjustments?

After discussion the following was proposed by the members: Go with Option #3. This Option will include limiting bulky items to three starting in 2018. The charge of \$1.50 per bag for extras will be eliminated. It was the consensus to start education regarding bulky items in 2017. Let the residents know that in 2018 bulky items in excess of 3/year will cost extra.

Bernstein moved to recommend to the Town Board to approve a five-year contract with Republic Services for waste and recycling services as outlined in Option #3, using 2018 rates for 2017 and 2018, and to include three bulky items starting in 2018 and the charge of \$1.50 per bag for extras will be eliminated, noting that education will begin regarding excess bulk items. Groschen seconded. Ayes all.

**TOUR:** It was the consensus that when Treatment Plant #1 rehabilitation project is complete the Commission will tour the facility.

**WEST AVENUE RAIN GARDEN:** Rice Creek Watershed District is interested in working with the Township on a project at the end of West Avenue off of West Bald Eagle Boulevard. With existing conditions, there is direct runoff from West Avenue and Bald Eagle Boulevard down a historic boat launch, and then directly into Bald Eagle Lake, untreated. A concrete jersey barrier is present to prevent boaters from utilizing

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the dangerous launch space. The proposal would be to remove the existing concrete and install a two celled rain garden feature to help filter runoff before it enters into the lake. The project benefits are reduction of runoff and pollutants entering into Bald Eagle Lake; eligible practice on the City's MS4 annual reporting for Waste Load Allocations associated with the Bald Eagle Lake impairment; and associated TMDL Study. The grant funding has been raised from 50% to 75%. The Town's participation in funding the project would be approximately \$5,000. The Rice Creek Watershed District has offered to attend a Utility Commission meeting to discuss the project. There was discussion regarding funding for the project. It was the consensus that some of the funds set aside for the Stillwater Street project be used since the County's reconstruction of the Stillwater Street does not appear to be on their schedule for some time.

McCune moved to recommend to the Town Board to participate with the Rice Creek Watershed District on the West Avenue Rain Garden project noting that there is a cost reduction in Township participation (25%) and further noting that the Utility Commission sees a benefit in the project and recommends that some of the funds set aside for the Stillwater Street drainage project be used. Bernstein seconded. Ayes all.

**NEXT MEETING DATE / AGENDA ITEMS:** The next meeting is scheduled for Thursday, November 10<sup>th</sup>. The Clerk will not be present but it was the consensus to have the Finance Officer provide an overview of the water bill.

The meeting adjourned at 9:00 p.m.

Respectfully Submitted,

Joan J. Clemens  
Recording Secretary