

CITY OF GILLETT
UTILITY COMMITTEE MEETING
Council Chambers – Municipal Building
150 N McKenzie Ave – Gillett, WI 54124
THURSDAY, OCTOBER 25, 2018 IMMEDIATELY FOLLOWING
JOINT PUBLIC WORKS AND UTILITY
MINUTES

Chairperson Drake called the meeting to order at 5:19 pm.

Roll Call

Present: Alderperson Irene Drake, Sandra Hubbard, Marie Blaser, Mayor James Beaton, Clerk Treasurer Kim Gruetzmacher. Public committee members Ruth Spang and Louie Danielson, Utility Operator Ron Anderson, Alderperson Matthew Stroik.

PUBLIC INPUT: Alderperson Drake informed the committee that water was turned off at a residence for non-payment and then it was requested, by the Mayor, that the water be turned back on with no payment made on the account. Utility operator Ron Anderson informed committee on the process for turning water off; prior to shut off there is a ten day notice given to the resident. After nonpayment on the late notice, a door hanger is placed and Ron knocks on door to see if anyone is home. This gives the resident 24 hours to make payment on the account or the water will be turned off. In this instant, the resident was given over 72 hours before the water was turned off and everyday Ron knocked on the door but no one answered. The Mayor is meeting with the resident tomorrow at 2:30pm.

AGENDA ITEMS:

1. Discussion and Possible Action on July 30, 2018 Minutes

MOTION: Spang/Danielson

Motion to approve the minutes from July 30, 2018.

Voice Vote: All voting aye ó **MOTION CARRIED**

2. Discussion and Possible Action on Computer ó no action taken

Utility operator, Ron Anderson, informed committee that he will need a new computer in 2019. He provided three different options of refurbished computers with full warranty. The Mayor informed the committee that the City is going to upgrade computers with the County in 2019 and 2020 and he wants to see if Ron's computer is included in that upgrade, and if so will put Ron's computer at the top of the list to be replaced.

3. Discussion and Possible Action on meter reading software

MOTION: Danielson/Spang

Motion that in case of an emergency Ron has the authority to purchase the new software and antenna.

Roll Call Vote: All voting aye ó **MOTION CARRIED**

Utility operator, Ron Anderson, presented the new Badger software and antenna to the committee. Our current program for reading meters was from 2005 and is being phased out with Badger to the point that if the system crashes we do not have any support from Badger. Ron met with Badger and Census which are two different companies to replace our meter reading software. Badger is the choice as it will integrate with the accounting software in the clerk's office and we can complete the changes of meter heads in phases. Badger also comes with a web based system so that the residents can log into a portal and see how much water they are using.

4. Discussion and Possible Action on prescreen

MOTION: Blaser/Spang

Motion for Ron to replace the prescreen.

Roll Call Vote: All voting aye ó **MOTION CARRIED**

Utility operator, Ron Anderson, presented to the committee that the prescreen has gone out at the wastewater treatment plant. He requested an emergency status from the DNR to utilize the funds from the utility replacement fund and was granted approval to do so.

5. Set next meeting date ó November 26, 2018 at 5:00 PM
6. Adjournment at 6:21 PM

MOTION: Spang/Danielson

Motion to adjourn.

Voice Vote: All voting aye ó **MOTION CARRIED**

Respectfully Submitted by
Kim Gruetzmacher, Clerk Treasurer