

WABASHA UTILITIES COMMISSION

June 3, 2024 4:00 PM

MEETING AGENDA

- 1) Call to Order and Roll Call
- 2) Changes or Additions to Agenda
- 3) Approval:
 - 1) June UT Warrants
 - 2) 5-6-24 Ut Comm Minutes
 - 3) May Financials
 - 4)
- 4) Adjustment Requests
 - 1) Americinn Request
 - 2) Approve \$6156.90 in matching funds towards Small Communities Planning Grant for Storm Water, Wastewater, and Community Resilience
- 5) General Business
- 6) Old Business
- 7) Other Business
- 8) Adjourn

Utilities Commission

3) 1)

Meeting Date: 06/03/2024

ITEM TITLE: June UT Warrants

DEPARTMENT: Administration

PURPOSE:

ITEM SUMMARY:

Review and approve the June UT warrants

ACTION REQUIRED:

motion to approve the June UT Warrants

Attachments

June Ut Warrants

CITY OF WABASHA

05/30/24 6:04 PM

Page 1

Receipts

Current Period: May 2024

Payments Batch 6324UTWARRANTS

\$12,292.04

Refer 13012 HILLS HARDWARE HANK

Cash Payment E 810-500-49449-211 Cleaning/Janitorial UTILITES MISC SUPPLIES \$91.05

Invoice STMT 5/25/24

Transaction Date 5/30/2024 First State Bank 10100 Total \$91.05

Refer 13013 UTILITY CONSULTANTS INC.

Cash Payment E 810-500-49449-405 Water/Sewer/Sludg FECAL TESTING \$723.20

Invoice 120213

Transaction Date 5/30/2024 First State Bank 10100 Total \$723.20

Refer 13014 FERGUSON WATERWORKS

Cash Payment E 800-500-49000-221 Equipment Mainten MTR FLG KIT \$203.16

Invoice 529622

Transaction Date 5/30/2024 First State Bank 10100 Total \$203.16

Refer 13015 HAWKINS, INC

Cash Payment E 800-500-49000-216 Chemical and Che CHEMICALS \$1,266.10

Invoice 6730954

Transaction Date 5/30/2024 First State Bank 10100 Total \$1,266.10

Refer 13016 FERGUSON WATERWORKS

Cash Payment E 800-500-49000-221 Equipment Mainten PACER #92 LIPPED UPPER PIPE GASKT \$127.30

Invoice 528941

Transaction Date 5/30/2024 First State Bank 10100 Total \$127.30

Refer 13017 WWGOETSCH

Cash Payment E 810-500-49449-311 Contractor Fees SEAL CHANGE ON RAS PUMP \$1,923.00

Invoice 112502

Transaction Date 5/30/2024 First State Bank 10100 Total \$1,923.00

Refer 13018 USA BLUE BOOK

Cash Payment E 810-500-49449-219 General Supplies FLEXIBLE PACKING HOOK \$121.41

Invoice 347213

Transaction Date 5/30/2024 First State Bank 10100 Total \$121.41

Refer 13019 USA BLUE BOOK

Cash Payment E 800-500-49000-219 General Supplies FLANGE GASKET & PARTS \$140.27

Invoice 347198

Transaction Date 5/30/2024 First State Bank 10100 Total \$140.27

Refer 13020 USA BLUE BOOK

Cash Payment E 810-500-49449-219 General Supplies STATEMENT BALANCES - MISC GASKETS & PARTS \$359.35

Invoice 274597

Cash Payment E 810-500-49449-219 General Supplies STATEMENT BALANCES \$123.24

Invoice 274607

Transaction Date 5/30/2024 First State Bank 10100 Total \$482.59

Refer 13021 MINNESOTA DEPT. OF HEALTH-M

Cash Payment G 800-20410 A/R MDH FEE QUARTERLY SERVICE CONNECTION \$2,901.00

Transaction Date 5/30/2024 First State Bank 10100 Total \$2,901.00

Refer 13022 ESR/

CITY OF WABASHA

05/30/24 6:04 PM

Page 2

Receipts

Current Period: May 2024

Cash Payment	E 800-500-49000-433	Dues and Subscripti	GIS SUBSCRIPTION			\$623.50
	Invoice 94717001					
Cash Payment	E 810-500-49449-433	Dues and Subscripti	GIS SUBSCRIPTION			\$623.50
	Invoice 94717001					
Transaction Date	5/30/2024	First State Bank	10100	Total		\$1,247.00
Refer	13023	FIRST LEASE LLC				
Cash Payment	E 810-500-49449-615	Lease Principal	JETTER TRUCK PAYMENT			\$1,321.60
	Invoice JULY 2024					
Cash Payment	E 810-500-49449-616	Lease Interest	JETTER TRUCK PAYMENT			\$276.53
	Invoice JULY 2024					
Transaction Date	5/30/2024	First State Bank	10100	Total		\$1,598.13
Refer	13024	FERGUSON WATERWORKS				
Cash Payment	E 800-500-49000-219	General Supplies	MISC PARTS			\$1,204.20
	Invoice 530114					
Transaction Date	5/30/2024	First State Bank	10100	Total		\$1,204.20
Refer	13025	VISA				
Cash Payment	E 810-500-49449-214	Shop Materials	RVOF - BATTERIES			\$25.88
Cash Payment	E 810-500-49449-214	Shop Materials	OIL, GAS CAN AND SUPPLIES - MENARDS			\$136.18
Cash Payment	E 810-500-49449-214	Shop Materials	BATTERIES & SUPPLIES			\$41.07
Cash Payment	E 211-471-47100-430	Miscellaneous	STORY BOOK SUPPLIES - RIVERWALK MENARDS PAT			\$25.96
Cash Payment	E 810-500-49449-308	Continuing Ed	TOUCH A TRUCK SUPPLIES FOR KIDS			\$34.54
Transaction Date	5/30/2024	First State Bank	10100	Total		\$263.63

Fund Summary

	10100 First State Bank	
211 Library General Operating		\$25.96
800 Water Department		\$6,465.53
810 Sewer Department		\$5,800.55
		<hr/>
		\$12,292.04

Utilities Commission

3) 2)

Meeting Date: 06/03/2024

ITEM TITLE: 5-6-24 Ut Comm Minutes

DEPARTMENT: Administration

PURPOSE:

ITEM SUMMARY:

Review and approve the 5-6-24 Ut Commission meeting minutes with any requested changes.

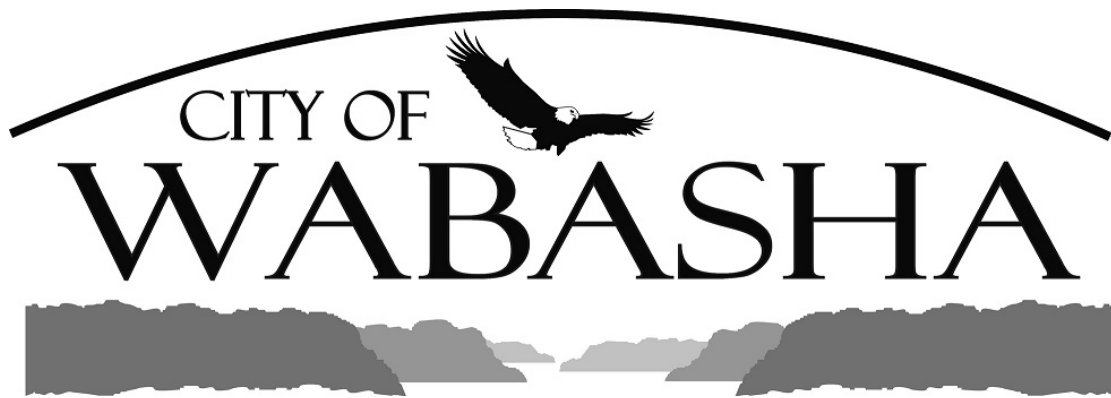
ACTION REQUIRED:

motion to approve the 5-6-24 Ut Commission Meeting Minutes

Attachments

5-6-24 UT Comm Minutes

DRAFT



Utilities Commission

Commissioners:

Brian Wodele (President)

Steve Schmidt

John Kreye
Josh Wendt

Mike Wallerich

Present: John Kreye, Commissioner; Brian Wodele, Chair; Josh Wendt, Commissioner

Absent: Steve Schmidt, Commissioner; Mike Wallerich, Commissioner

Also Present: Jessica Bruce, Deputy Clerk; Pat Mueller, Water & Sewer Supervisor

1. Call to Order and Roll Call

Wodele called the meeting to order at 4:05 by phone.

2. Changes or Additions to Agenda

No additions or corrections to the agenda.

3. Approval:

1. May UT Warrants

Moved by Commissioner John Kreye, seconded by Commissioner Josh Wendt to approve the May UT Warrants as presented. AYE: 3 NAY: None. ABSENT: Commissioner Steve Schmidt (ABSENT) Commissioner Mike Wallerich (ABSENT)
Motion: Adopted

2. 4-1-24 UT Commission Minutes

Moved by Chair Brian Wodele, seconded by Commissioner John Kreye approve the minutes from the 4-1-24 Ut Commission Meeting. AYE: 3 NAY: None. ABSENT: Commissioner Steve Schmidt (ABSENT) Commissioner Mike Wallerich (ABSENT)
Motion: Adopted

3. April Financials

The commission reviewed the financials. Kreye asked about investing some of the funds. Grabau has been working with the auditors on doing any investments.

4. Adjustment Requests

1. Dicks Auto Parts

The commission reviewed policy and decided upon a \$105.50 credit to the sewer. This was reached by taking the sewer charged (\$235.79) less the minimum (\$24.81) and dividing the difference in half. Which resulted in a \$105.50 credit.

Moved by Commissioner John Kreye, seconded by Commissioner Josh Wendt to credit Dick's Auto Parts \$105.50 back in sewer charges. AYE: 3 NAY: None. ABSENT: Commissioner Steve Schmidt (ABSENT) Commissioner Mike Wallerich (ABSENT)
Motion: Adopted

5. General Business

1. Sewer line Repairs

Mueller explained the need to replace about 180 ft of clay line from Pembroke to the Campground. The current lines have an opening at Tibors, which used to be a factory. This allows water into the sewer system. The estimate from Pember to do the work while they are already right there came in at just under 23K.

Moved by Commissioner John Kreye, seconded by Commissioner Josh Wendt to have Pember fix the lines from Pembroke to the Campground at the cost of \$23,000. AYE: 3 NAY: None. ABSENT: Commissioner Steve Schmidt (ABSENT) Commissioner Mike Wallerich (ABSENT) Motion: Adopted

2. Manhole repair

Mueller stated that the man hole is collapsing by Pembroke and Market. The man hole is not located in the driving lane but does get hit when semis turn wide. The bid came in around \$13,500. They would like to repair it when they are here to do the blacktop. There is not much choice in replacing this man hole. Its more about doing it on our terms before we have to do the repair due to something happening.

Moved by Commissioner Josh Wendt, seconded by Chair Brian Wodele to repair the collapsing man hole on Pembroke at Market St. AYE: 3 NAY: None. ABSENT: Commissioner Steve Schmidt (ABSENT) Commissioner Mike Wallerich (ABSENT)
Motion: Adopted

6. Old Business

7. Other Business

8. Adjourn

Moved by Chair Brian Wodele, seconded by Commissioner John Kreye to adjourn at 4:25. AYE: 3 NAY: None. ABSENT: Commissioner Steve Schmidt (ABSENT) Commissioner Mike Wallerich (ABSENT) Motion: Adopted

Jessica Leonhardt, Deputy Clerk

Utilities Commission

3) 3)

Meeting Date: 06/03/2024

ITEM TITLE: May Financials

DEPARTMENT: Administration

PURPOSE:

ITEM SUMMARY:

Review the May Financials.

Attachments

YTD MAY 24, 2024 Utilities Financials

Utilities Cash and Investments June 2024 Meeting

2024 Utilities Net Income (YTD May 24, 2024)	
Water Revenue	\$199,958
Sewer Revenue	\$340,577
Total Revenue	\$540,534
Water Expense	\$221,021
Sewer Expense	\$159,378
Total Expense	\$380,399
Net Income	\$160,135

2024 Water Revenue (YTD May 24, 2024)			
FUND	Account Description	2024 YTD Total	2024 Budget
800	R 800-31060 Special Assessments	\$0	\$2,300
800	R 800-32180 Digging Permits - UT	\$0	\$0
800	R 800-33000 Intergovernmental Revenue	\$0	\$0
800	R 800-33300 MDH Source Water Prot Grant	\$10,000	\$0
800	R 800-33439 Pension Revenue	\$0	\$0
800	R 800-34307 Sales of Inventory	\$1,949	\$4,000
800	R 800-36100 Special Assessments	\$0	\$0
800	R 800-36200 Miscellaneous Revenues	\$150	\$1,000
800	R 800-36210 Interest Earnings	\$23,797	\$6,000
800	R 800-36223 Solar Refunds	\$1,633	\$0
800	R 800-37110 Water Sales	\$101,952	\$323,541
800	R 800-37111 Sale of Capital Assets	\$0	\$0
800	R 800-37150 WAC-WaterConnection Fee	\$525	\$1,400
800	R 800-37160 Penalty Revenue	\$3,097	\$3,700
800	R 800-37170 Unallocated UT Revenues	\$0	\$0
800	R 800-37180 W/S HOOK UP CHARGES	\$176	\$600
800	R 800-37213 Hydrant Rental	\$0	\$0
800	R 800-37270 UT Enterprise Fund Staff	\$0	\$0
800	R 800-39200 Interfund Operating Transfers	\$0	\$0
800	R 800-39204 LOAN - BJH Enter.	\$0	\$0
801	R 801-36210 Interest Earnings	\$5,870	\$7,000
801	R 801-37100 Base Rate - Water	\$50,810	\$123,692
801	R 801-39200 Interfund Operating Transfers	\$0	\$0
2024 YTD Water Revenue		\$199,957.85	\$473,232.62

2024 Sewer Revenue (YTD May 24, 2024)			
FUND	Account Description	2024 YTD Total	2024 Budget
810	R 810-31000 General Property Taxes	\$0	\$0
810	R 810-31060 Special Assessments	\$0	\$14,000
810	R 810-32180 Digging Permits - UT	\$0	\$300
810	R 810-32250 Septic System Permit	\$0	\$0
810	R 810-32251 Sewer Permit	\$0	\$0
810	R 810-33400 State Grants and Aids	\$0	\$0
810	R 810-33422 STATE GRANT	\$0	\$5,000
810	R 810-33439 Pension Revenue	\$0	\$0
810	R 810-36200 Miscellaneous Revenues	\$0	\$0
810	R 810-36210 Interest Earnings	\$8,800	\$5,000
810	R 810-36211 Interest-DO NOT USE	\$0	\$0
810	R 810-36223 Solar Refunds	\$1,709	\$0
810	R 810-37111 Sale of Capital Assets	\$0	\$0
810	R 810-37160 Penalty Revenue	\$3,066	\$7,000
810	R 810-37170 Unallocated UT Revenues	\$0	\$0
810	R 810-37210 Sewer Sales	\$310,918	\$762,563
810	R 810-37220 Reads landing Service	\$13,162	\$36,000
810	R 810-37251 Sewer Connection Fees	\$2,922	\$7,500
810	R 810-39100 Capital Contributions	\$0	\$0
810	R 810-39200 Interfund Operating Transfers	\$0	\$0
810	R 810-39201 Transfer from General Fund	\$0	\$0
810	R 810-39310 G.O. Bond Sale Proceeds	\$0	\$0
810	R 810-39311 Capital Leave Liability	\$0	\$0
2024 YTD Sewer Revenue		\$340,576.52	\$837,363.25

2024 Water Expenses (YTD May 24, 2024)		
Account Description	2024 YTD Total	2024 Budget
E 800-500-49000-101 Full-time Employees-Regular	\$37,490	\$100,902
E 800-500-49000-121 PERA Contributions	\$2,812	\$7,568
E 800-500-49000-122 FICA Contributions	\$2,125	\$6,256
E 800-500-49000-124 Medicare Contributions	\$497	\$1,463
E 800-500-49000-131 Health Insurance	\$15,949	\$29,243
E 800-500-49000-133 Dental Insurance	\$319	\$1,215
E 800-500-49000-134 Life Insurance	\$203	\$474
E 800-500-49000-151 WC Ins. Premium	\$2,966	\$3,337
E 800-500-49000-200 Office Supplies	\$0	\$200
E 800-500-49000-212 Motor Fuels	\$808	\$3,400
E 800-500-49000-216 Chemical and Chemical Products	\$1,066	\$3,700
E 800-500-49000-219 General Supplies	\$467	\$600
E 800-500-49000-221 Equipment Maintenance/Parts	\$21,976	\$20,000
E 800-500-49000-223 Building Maintenance/Repair Supplies	\$0	\$0
E 800-500-49000-240 Small Tools and Minor Equip.	\$200	\$0
E 800-500-49000-305 Medical/physical fees	\$348	\$300
E 800-500-49000-308 Continuing Ed	\$130	\$2,000
E 800-500-49000-311 Contractor Fees	\$42	\$0
E 800-500-49000-312 Computer Support	\$12,370	\$1,250
E 800-500-49000-316 Recorder Fees	\$0	\$150
E 800-500-49000-321 Telephone	\$249	\$500
E 800-500-49000-322 Postage	\$1,233	\$3,500
E 800-500-49000-331 Travel Expense	\$0	\$0
E 800-500-49000-350 Printing and Binding	\$604	\$700
E 800-500-49000-351 Legal Notice Publishing	\$0	\$50
E 800-500-49000-361 General Liability/Property Ins	\$7,180	\$7,500
E 800-500-49000-381 Electric/Gas Utility	\$6,008	\$36,000
E 800-500-49000-407 Gopher State One-Call	\$190	\$1,100
E 800-500-49000-420 Depreciation	\$0	\$46,467
E 800-500-49000-430 Miscellaneous	\$39	\$50
E 800-500-49000-433 Dues and Subscriptions	\$0	\$3,500
E 800-500-49000-437 Misc Licenses and Permits	\$1,552	\$0
E 800-500-49000-438 Vehicle License	\$0	\$0
E 800-500-49000-500 CAPITAL OUTLAY	\$58,375	\$0
E 800-500-49000-570 Office Equipment & Furnishings	\$0	\$200
E 800-500-49000-580 Other Equipment	\$0	\$1,800
E 800-500-49000-585 Water/Sewer Improvements	\$0	\$3,000
E 800-500-49000-588 Water/Sewer Line Maintenance	\$0	\$19,000
E 800-500-49000-611 Bond Interest	\$0	\$0
E 800-500-49000-621 Bond-Fiscal Agent Fee	\$0	\$0
E 800-500-49000-720 Transfers Out	\$0	\$2,500
E 831-500-49000-601 Bond Principal	\$44,000	\$44,000
E 831-500-49000-610 DEBT SERVICE - INTEREST	\$1,823	\$3,051
2024 YTD Water Expense	\$221,021.01	\$354,975.09

2024 Sewer Expenses (YTD YTD May 24, 2024)		
Account Description	2024 YTD Total	2024 Budget
E 810-500-49449-101 Full-time Employees-Regular	\$54,763	\$129,308
E 810-500-49449-121 PERA Contributions	\$4,107	\$9,698
E 810-500-49449-122 FICA Contributions	\$3,178	\$8,017
E 810-500-49449-124 Medicare Contributions	\$743	\$1,875
E 810-500-49449-131 Health Insurance	\$18,391	\$29,243
E 810-500-49449-133 Dental Insurance	\$423	\$1,215
E 810-500-49449-134 Life Insurance	\$253	\$637
E 810-500-49449-151 WC Ins. Premium	\$4,347	\$4,640
E 810-500-49449-200 Office Supplies		\$300
E 810-500-49449-211 Cleaning Supplies		\$0
E 810-500-49449-212 Motor Fuels	\$808	\$3,000
E 810-500-49449-214 Shop Materials	\$1,111	\$4,700
E 810-500-49449-216 Chemical and Chemical Products	\$38	\$13,000
E 810-500-49449-219 General Supplies		\$2,600
E 810-500-49449-221 Equipment Maintenance/Parts	\$7,431	\$22,500
E 810-500-49449-223 Building Maint/Repair Supplies	\$837	\$1,200
E 810-500-49449-228 Manhole/Storm Sewer Maintenanc	\$7,306	\$50
E 810-500-49449-240 Small Tools and Minor Equip.	\$7,064	\$250
E 810-500-49449-303 Engineering Fees		\$15,000
E 810-500-49449-305 Medical/physical fees	\$585	\$150
E 810-500-49449-308 Continuing Ed	\$313	\$2,500
E 810-500-49449-311 Contractor Fees	\$1,182	\$750
E 810-500-49449-312 Computer Support	\$1,545	\$0
E 810-500-49449-316 Recorder Fees		\$120
E 810-500-49449-321 Telephone	\$1,206	\$1,700
E 810-500-49449-322 Postage	\$1,162	\$3,700
E 810-500-49449-331 Travel Expense	\$553	\$200
E 810-500-49449-350 Printing and Binding	\$440	\$800
E 810-500-49449-361 General Liability/Property Ins	\$7,180	\$7,500
E 810-500-49449-381 Electric/Gas Utility	\$17,653	\$77,000
E 810-500-49449-384 Refuse Disposal	\$228	\$250
E 810-500-49449-404 Mach & Equip Maint. Agreement		\$100
E 810-500-49449-405 Water/Sewer/Sludge Testing	\$3,450	\$11,500
E 810-500-49449-419 Misc. Maintenance	\$3,433	\$1,500
E 810-500-49449-420 Depreciation		\$276,110
E 810-500-49449-430 Miscellaneous		\$50
E 810-500-49449-433 Dues and Subscriptions		\$3,800
E 810-500-49449-437 Misc Licenses and Permits	\$1,450	\$0
E 810-500-49449-438 Vehicle License	\$209	\$450
E 810-500-49449-500 CAPITAL OUTLAY		\$6,000
E 810-500-49449-530 Improvements other than Bldgs		\$900
E 810-500-49449-550 Motor Vehicles		\$6,000
E 810-500-49449-570 Office Equipment & Furnishings		\$200
E 810-500-49449-580 Other Equipment		\$1,100
E 810-500-49449-581 Uniforms		\$100
E 810-500-49449-585 Water/Sewer Improvements		\$400
E 810-500-49449-588 Water/Sewer Line Maintenance		\$700
E 810-500-49449-611 Bond Interest		\$2,371
E 810-500-49449-615 Lease Principal	\$6,565	\$15,842
E 810-500-49449-616 Lease Interest	\$1,425	\$3,336
E 810-500-49449-621 Bond-Fiscal Agent Fee		\$0
E 810-500-49449-720 Transfers Out		\$2,500
2024 YTD Sewer Expense	\$159,377.94	\$674,860.11

<u>Wabasha Utilities Cash and Investments</u>
June 3, 2024 Meeting

<u>Cash</u>
\$1,092,290.89 Fund 800 Water Department
\$670,580.09 Fund 801 Water Department-Base Fee
\$1,084,335.65 Fund 810 Sewer Department
-\$184,793.00 Fund 831 Well #3 Bond Payment Account
\$2,662,413.63 Total Utilities Cash

<u>Investments</u>
\$125,000.00 Charles Schwab BK SSB: 15987UAY4
\$124,437.50 Capital One National Assn McLean 14042THQ3
\$340,601.03 United States Treasury Bill:912797HQ3
\$95,000.00 Bank of Alma 2156
\$14,114.70 Bank of Alma 1591
\$699,153.23 Total Utilities Investments

\$3,361,566.86 Total Utilities Cash and Investments
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<u>Cash</u>
May 28, 2024 Cash Balances

\$1,092,290.89	Fund 800	Water Department
\$670,580.09	Fund 801	Water Department-Base Fee
\$1,084,335.65	Fund 810	Sewer Department
-\$184,793.00	Fund 831	Well #3 Bond Payment Account
\$2,662,413.63 Total Utilities Cash		

CITY OF WABASHA
*Cash Balances

05/28/24 8:16 AM
Page 1

Current Period May 2024

Fund	2024 Begin Balance	Receipts	Disbursements	Reo/Disb	Journal Entries	JE Payroll	Balance	
800 Water Department	\$1,142,305.61	\$142,275.83	\$151,552.62	(\$4,669.99)	\$6,855.93	(\$42,923.87)	\$1,092,290.89	In Bal
801 Water Department -	\$613,900.11	\$50,810.40	\$0.00	\$0.00	\$5,869.58	\$0.00	\$670,580.09	In Bal
804 2008 Sewer/St. Proj	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	In Bal
810 Sewer Department	\$921,165.07	\$331,776.46	\$109,598.71	\$0.00	\$4,344.06	(\$63,351.23)	\$1,084,335.65	In Bal
830 Well #3 Constructio	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	In Bal
831 Well #3 Bond Paym	(\$138,970.00)	\$0.00	\$0.00	\$0.00	(\$45,823.00)	\$0.00	(\$184,793.00)	In Bal

Investments
April 30 Statements

Charles Schwab BK SSB: 15987UAY4	\$125,000.00
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15987UAY4	CHARLES SCHWAB BK SSB	CASH	03/29/2023	\$125,000.00	\$100.00	\$0.00
	C/D FDIC INS TO LIMITS			125,000	\$125,000.00	
	DUE 05/02/2024 5.200% MS 30					

Capital One National Assn McLean 14042THQ3	\$124,437.50
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14042THQ3	CAPITAL ONE BK USA NATL ASSN	CASH	07/12/2022	\$125,000.00	\$99.55	↓-\$562.50
	GLEN ALLEN VA			125,000	\$124,437.50	
	C/D FDIC INS TO LIMITS					
	DUE 07/15/2024 3.200% JJ 13					

United States Treasury Bill:912797HQ3	\$340,601.03
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912797HQ3	UNITED STATES TREASURY BILL	CASH	02/12/2024	\$336,986.43	\$99.88	↑\$3,614.60
	RE-ISSUE 03/28/2024			341,000	\$340,601.03	
	ORIGINAL ISSUE DISCOUNT					
	DUE 05/09/2024 0.000%					

Bank of Alma 2156	\$95,000.00
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Current Value	95,000.00
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Bank of Alma 1591	\$14,114.70
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MONEY MARKET ACCOUNT			300491591	
DESCRIPTION	DEBITS	CREDITS	DATE	BALANCE
BALANCE LAST STATEMENT.....			03/31/24	14,091.54
INTEREST PAID.....		23.16	04/30/24	14,114.70
BALANCE THIS STATEMENT.....			04/30/24	14,114.70

Total Utilities Investments	\$699,153.23
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Utilities Commission

3) 4)

Meeting Date: 06/03/2024

ITEM TITLE:

DEPARTMENT: Administration

PURPOSE:

ITEM SUMMARY:

Utilities Commission

4) 1)

Meeting Date: 06/03/2024

ITEM TITLE: Americinn Request

DEPARTMENT: Administration

PURPOSE:

ITEM SUMMARY:

Carolyn Klees contacted Pat about the usage at the hotel. The staff reviewed usage since the opening of the hotel.

Upon review of this information, it shows the leak began around October 2023. The hotel staff and Carolyn did not believe there was a leak due to replacement of toilets with low flow and other attempts to lower the water usage. Pat had been there multiple times and explained there was a leak due to the meter moving. Pat informed staff that they needed to look at the meter when no one was in the facility to be sure that there was no leak. A new meter was ordered to verify there was not an issue with the meter. On installation, the usage remained high. Within 24 hours of installation, Pat went to check and with one guest there were 9,000 gallons used. While there, Pat started shutting off valves. While doing this, they discovered a leak going under the floor using approximately 8,000 plus gallons a day.

Upon review of the past usage, staff recommends a credit to the account in the amount of \$6,639. This number was calculated by using averages from the past 3 years. This is a credit back of 107,000 gallons to the sewer for the 5 months of high usage.

ACTION REQUIRED:

motion to approve credit of \$6,639 to the sewer.

Utilities Commission

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Meeting Date: 06/03/2024

ITEM TITLE: Approve \$6156.90 in matching funds towards Small Communities Planning Grant for Storm Water, Wastewater, and Community Resilience

DEPARTMENT: Administration

PURPOSE:

ITEM SUMMARY:

The State of Minnesota made funding available to help the City of Wabasha is to identify infrastructure improvement opportunities to protect city facilities from recurring flooding. The City was awarded a \$55,412 grant and needs to provide matching funds in the amount of \$6156.90. Staff is asking for approval to use funds through the Utilities for this match. The funds primarily are for engineers to conduct a study.

Aside from road closures and property damage, one of the primary impacts that flooding has on the City's infrastructure is inflow and infiltration into the sanitary sewer system. Inflow and infiltration is is surface or ground water entering the sanitary sewer system. At a minimum this causes increased costs for pumping and treatment. At the worst, it causes sewer backups and the need for sewer bypass pumping to the river. The study would benefit the utility system by identifying opportunities to reduce flooding which will help reduce inflow and infiltration.
