

CITY OF BARRON  
MINUTES AND PROCEEDINGS OF THE BARRON UTILITY COMMISSION  
MONDAY, JUNE 10, 2019, 3:00 P.M.  
CITY HALL, 1456 E LASALLE AVE

1. Call to order

President Amundson called the meeting to order at 3:05 p.m. Quorum was declared.

Commissioners in Attendance: Marvin Amundson, Joe Johnston and Gene Redlich.

Absent: Ken Petersen and Bob Missling.

Others present: Deputy Clerk/Treasurer Hattie Widiker, Utility Manager Rick Jari, Mayor Ron Fladten, MSA City Engineer Teresa Anderson, City Administrator Elizabeth Jacobson, Waste Water Supervisor Mike Romsos, Clerk/Treasurer Kelli Rasmussen and Office Coordinator Sande Hause.

2. Approval of the minutes from May 13, 2019 Regular Commission Meeting.

Motion by Redlich, seconded by Johnston, to approve the minutes of May 13, 2019 Regular Commission Meeting and Annual Meeting, as printed, voice vote:

Ayes-3            Nays-0            Absent-2            Motion carried.

3. Approval of the bills.

Motion by Redlich, seconded by Johnston, to approve the June bills, including ratifying late bills, as presented, voice vote:

Ayes-3            Nays-0            Absent-2            Motion carried.

4. Review Financial Reports.

Widiker presented the April 2019 Electric, Water and Sewer Utilities balance sheets/financial statements. Widiker informed the Commission she has a meeting scheduled with CLA Auditor April Anderson to go over a few issues.

5. Plant Operations Reports.

Jari reported on the plant operations report, profit and loss statement for electric service for the City of Barron and Jennie-O Turkey Store, peak demands report and water sold vs water pumped report. Water loss was at 1% for the month of May and at 1% loss average for the year.

6. Discussion of outcomes of previous business.

Jari reported the manhole rehabs are completed. The lift station pump came in last week and will have to be scheduled to put in.

7. Review and approve 2018 CMAR, presented by Mike Romsos.

Romsos explained the CMAR (Compliance Maintenance Annual Report) is basically a report for the WWTP. Romsos reviewed the results of the different sections. He reported a poor grade in a section, but this is being remedied. Motion by Redlich, seconded by Johnston, to approve 2018 CMAR, as presented, voice vote:

Ayes-3            Nays-0            Absent-2            Motion carried.

8. Discuss and consider upgrade software at City Hall – appearance by Kelli Rasmussen.  
Kelli Rasmussen reported City of Barron currently has Caselle Classic software and does not work well with Windows 10. Rasmussen stated the City has had this software for many years and was advised to upgrade. She presented a proposal from Civic Systems in the amount of \$28,550 for software, conversion/setup and training (payment could be split over three years), travel costs are not included. The five computers at City Hall would also need to be updated. These expenses would be shared by the City of Barron and the Utilities. Motion by Redlich, seconded by Johnston, to approve the software upgrade and support the decision of the City Council, voice vote:

Ayes-3            Nays-0            Absent-2            Motion carried.

9. Discuss and approve new bank account required for electronic deposits of SDWLP (Safe Drinking Water Loan Program).  
Kelli Rasmussen reported a non-interest-bearing checking account needs to be set up at Sterling Bank for electronic deposits of SDWLP. Motion by Redlich, seconded by Johnston, to approve new bank account, voice vote:

Ayes-3            Nays-0            Absent-2            Motion carried.

10. Appearance by Teresa Anderson MSA - update Water Tower #2 project.  
Anderson reported the pre-construction meeting was held June 6 and handed out a preliminary schedule from the Contractor. Anderson went over the schedule of work to begin. She reported the color scheme will need to be confirmed soon. Construction will continue through winter – weather permitting.

11. Projects update.  
Jari reported the new bucket truck has been lowered and is in the paint booth, no indication of delivery date. The linemen have replaced some primary poles. Jari met with CLA Auditor Dan Thole to discuss and start the water rate increase.

12. Plant Performance Graph.  
Jari reported Cameron flows are down from the month before. BODs are heading downward. Barron flows are up, but so is the ground water. Everything is going good. The pump for irrigation has been kicking off, Meyers Electric will check it out.

13. Adjournment  
Duly moved to adjourn by unanimous consent at 4:13 pm.

Respectfully submitted by Sande Hause, Office Coordinator – Barron Light & Water