

## SPECIAL JOINT MEETING WITH CITY COUNCIL

4:00 P.M.

May 13, 2025

Present: Jim FitzGerald  
Sylvia LeBlanc  
Larry Carter  
Michelle Ketola

Excused: Ron Bautch

Lana Fralich, City Administrator  
Mike Miller, Water Dept. Supervisor  
Josh Stier, City Engineer Bolton & Menk via ZOOM  
Wade LeBlanc, Mayor  
Richard DeRosier, City Council  
Ben Bautch, City Council

Mayor LeBlanc called the City Council meeting to order at 4:00 p.m.

PUC Chair FitzGerald called the PUC meeting to order at 4:00 p.m.

The purpose of the meeting is to discuss water rates and the Water Treatment Facility and Booster Station project.

A review of a previously received memo from Bolton & Menk provided information related to the Water Treatment Facility and Booster Station project, including costs received from Magney Construction, grant funding secured from Congressional Direct Spending, and loan funding from Public Facilities Authority loan (PFA). Discussion followed regarding current water rates, fund balances, annual operation revenues are unable to support the estimated annual PFA loan payment between \$385,000- \$540,000 per year, the affordability calculation based on median household income, eligibility for grants, and rate comparisons to surrounding communities. Discussion continued on future projects, including Phase 2 of the city-wide street improvement project and replacement of pressure reducing vaults, possibility of slip lining water and sewer lines in select areas to buy time before reconstruction, and the possibility of having to meter residents in the future. It was noted that information on the future projects were submitted to the PFA to get on their Project Priority List (PPL) and Intended Use Plan (IUP) in order to be considered for future funding.

A proposal from David Drown & Associates was reviewed to conduct a capital and financial plan to help determine what future water, sewer, and stormwater rates would need to be to meet the capital requirements of the city's infrastructure. The cost to prepare the Capital and Finance Plan is \$15,000. Josh Stier, City Engineer, provided input that these plans are common, the costs are comparable to what he has seen in other communities, and that he has worked with DDA on these plans and they do a good job with them.

There was further discussion regards to the schedule of the Water Treatment Facility, timing it takes to complete a Capital and Finance Plan, and that if the Plan could not be completed in time a decision on water rates only would need to be determined.

The PUC moved forward with making a recommendation to the City Council. Motion by Carter, second Ketola to recommend to Council to move forward with accepting the proposal from David Drown & Associates to prepare a Capital and Finance Plan to help determine water, sewer, and

stormwater utility rates, and that if the Plan cannot be completed in time, a \$30 increase to water rates would be recommended as previously recommended. MOTION CARRIED.

Motion by DeRosier, second Bautch to accept David Drown & Associates Capital and Finance Plan proposal in the amount of \$15,000, and if the Plan cannot be completed quickly, the Council would implement a \$30/month water rate increase and move forward with the project. MOTION CARRIED.

The PUC moved forward with adjourning the PUC meeting. Motion by S. LeBlanc, second Carter to adjourn the PUC meeting at 4:44 p.m. MOTION CARRIED.

Motion by Bautch, second DeRosier to adjourn City Council meeting at 4:44 p.m. MOTION CARRIED.

Minutes taken by Lisa Christenson