

## PUBLIC WORKS COMMISSION

10:30 A.M.

Wednesday, December 3, 2025

Present: Jim FitzGerald  
Shane Hoff  
Erica Jensen

Excused: Spencer Ketola  
Dustin Goutermont

Corey Cook, Street Department Superintendent  
Lana Fralich, City Administrator

FitzGerald called the meeting to order at 10:30 a.m.

**Agenda** – Motion by Jensen, second Hoff to approve the agenda with addition of Utility Rate Feasibility Study. **MOTION CARRIED.**

**Minutes** – Motion by Hoff, second Jensen to approve minutes of the November 5, 2025 regular meeting. **MOTION CARRIED.**

### **COMMUNICATIONS –**

**Public Comment-** None at this time.

### **OLD BUSINESS**

**Lake County CSAH Project-** Project has wrapped up for the year with installation of street lights on Edison remaining. Lake County is considering adding the Davis Drive portion between Banks and Outer Drive to the 2027 CSAH project, pending funding is available and schedule allows.

**Multi-Modal Trailhead Center Project Update-** Construction continues on schedule, roof is on the building, a punch list has been created, and the city has started to plow a portion of area which will hope to some of the contingency money. Discussion regarding change orders and possibility of some contingency monies coming back to the city and covering some costs of items that had to be removed due to budget.

**Perimeter Ditching Update-** No new update.

**Utility Rate Feasibility Study/Storm Water Fund-** Administrator Fralich provided an update from the study currently being done by David Drown and Associates regarding the current financial condition of the water and sewer departments that was discussed at a prior PUC meeting, to determine rate changes, if any, are needed. It was noted that both funds are in good financial condition, impact of water treatment facility and distribution projects needed, timeline projections of projects, inflationary factors relating to project costs, available grants, and funding needed to pay for projects while keeping utility funds at a good financial level. Information on establishment of a storm water fund to pay for stormwater activities (curbs gutters, perimeter ditching, culverts, etc.), estimated monthly fees needed to cover existing projects planned, and process for establishing a fee. Discussion regarding the timing of when the additional property tax revenues created from Boathouse Bay and

Golf Course Housing projects will benefit the city and concern for the impact on residents and businesses for the culmination of tax levy impacts, special assessments, and an increase to utility fees. City Council had previously approved a \$35/month increase to water fees to help cover PFA debt service on Water Treatment and Booster Station Upgrade based upon engineering estimates. Further discussion followed on not increasing the monthly sanitary fee, that water and sewer fees have not seen a rate increase since 2016, that the PUC recommends creating a storm water fund and setting a monthly fee of \$25/month with potential rate increases in future. Discussion continued on using reserves to help pay for improvements, future grant potential, and comparing rates to other communities. Motion by Jensen, second Hoff to recommend to Council to not increase the sanitary sewer rates but move forward with establishing a storm water fund starting with a \$25/month stormwater fee beginning in Quarter 3 of 2026, and \$5/month increases in 2027 and 2028. MOTION CARRIED. Further discussion regarding the potential for increased in garbage rates, metering utility usage, and creating communication to send to citizens to help manage questions. Jensen will put together and forward to Administrator.

**Signage-** No new update.

### **NEW BUSINESS –**

**Set 2026 Meeting Dates-** Motion by Hoff, second Jensen to set Public Works regular meeting dates as January 7, February 4, March 4, April 8, May 6, June 3, July 8, August 5, September 9, October 7, November 4, and December 9. MOTION CARRIED.

**Changes to Fee Schedule-** Board reviewed current rate schedule, discussion regarding increase of cemetery lot rates to be comparable to other cemetery rates in the area. Motion by Hoff, second Jensen to increase municipal cemetery rates to \$350/residents and \$450/nonresidents. MOTION CARRIED. Further discussion regarding increasing of Labor rates.

Motion by Jensen, second Hoff to adjourn at 11:48 a.m. MOTION CARRIED.

Minutes taken by Lisa Christenson