



Utility Committee MEETING MINUTES

January 27, 2026 - 4:45 PM
Council Chambers
3805 S. Casper Drive

MINUTES

1. CALL TO ORDER

Alderman Harenda called the meeting to order at 4:46PM

2. ROLL CALL; DECLARATION OF QUORUM; PUBLIC NOTICE

Administrative Specialist Norgie Metzinger took the roll call as follows:

Present: Alderperson John Hopkins, Alderperson Harenda, Commissioner Nissen Jr., Alderperson Kroupa

Excused: Commissioner Anderson

Staff Present: City Attorney Thomas Schmitzer, Alex Parker Utility Manager, Tammy Simonson City Engineer, Assistant Deputy City Clerk Sarah Holtz, Administrative Specialist Norgie Metzinger

The Administrative Specialist confirmed that a quorum was present and that the meeting was properly posted in compliance with open meetings law.

3. APPROVAL OF MINUTES

A. 12/2/2025 Meeting Minutes

MOTION: Motion to Approve

VOTE: Motion by: Alderperson Kroupa
Second by: Alderperson Hopkins
Motion Passed 4-0

4. NEW BUSINESS

A. UT 01-26 Recommend to the Common Council the approval of a Professional Services Contract Revision to Clark Dietz, Inc. for design modification services not to exceed \$14,300.00. Total cost not to exceed \$180,000.00 for Professional Services for the entire project.

MOTION: Motion to Approve

VOTE: Motion by: Alderperson Hopkins
Second by: Alderperson Kroupa
Motion Passed 4-0

- B.** UT 02-26 Recommend to the Common Council to approve the Professional Services Contract for the engineering and consulting for private property I/I dye testing to raSmith in the amount of \$41,591.00 with an additional \$4,160.00 (10%) for contingencies, resulting in the total project cost of \$45,751.00.

MOTION: Motion to Approve

VOTE: Motion by: Commissioner Nissen Jr.
Second by: Alderperson Kroupa
Motion Passed 4-0

- C.** UT 03-26 Recommend to the Common Council to award the Professional Services Contract for the 2026 flow monitoring and I/I quantification project to raSmith to assist the Utility with the 2026 Sanitary Sewer Flow Monitoring Program.

MOTION: Motion to Approve

VOTE: Motion by: Alderperson Kroupa
Second by: Alderperson Hopkins
Motion Passed 4-0

- D.** UT 04-26 Recommend to the Common Council to award the Professional Service Agreement to Dixon Engineering for consulting services related to the DNR required inspection of ten (10) water reservoirs. Project not to exceed \$43,200.00.

MOTION: Motion to Approve

VOTE: Motion by: Alderperson Hopkins
Second by: Alderperson Kroupa
Motion Passed 4-0

- E.** UT 05-26 Discussion and possible recommendation to the Common Council to approve the Temporary Construction Easement, Conveyance of Rights in Land, and Lump Sum Agreement for the Sanitary Sewer easements associated with the Moorland Road Project 2722-04-01.

MOTION: Motion to Approve

VOTE: Motion by: Alderperson Hopkins
Second by: Commissioner Nissen Jr.
Motion Passed 4-0

- F.** UT 06-26 Discussion and possible recommendation to the Common Council to approve the Temporary Construction Easement, Conveyance of Rights in Land, and Lump Sum Agreement for the Sanitary Sewer easements associated with the Moorland Road Project 2722-04-01.

*City Engineer Tammy Simonson noted a typo in agenda item UT 06-26, and recommended the following correction: **UT 06-26 Discussion and possible recommendation to the Common Council to approve the Temporary Watermain Easement, Conveyance of Rights in Land, and Lump Sum Agreement for the Sanitary Sewer easements associated with the Moorland Road Project 2722-04-01.**

MOTION: Motion to Approve

VOTE: Motion by: Commissioner Nissen Jr.
Second by: Alderperson Kroupa
Motion Passed 4-0

G.

UT 07-26 Discussion and possible recommendation to the Common Council to approve approval of the Quit Claim Deed for the properties identified as NBC 1158.989 and NBC 1159.999 associated with the Moorland Road Project 2722-04-21.

MOTION: Motion to Approve

VOTE: Motion by: Alderperson Kroupa
Second by: Alderperson Hopkins
Motion Passed 4-0

H. UT 08-26 Recommend to the Common Council the approval of a Non-Objection Agreement with TC Energy/ANR Pipeline.

MOTION: Motion to Approve

VOTE: Motion by: Alderperson Kroupa
Second by: Commissioner Nissen Jr.
Motion Passed 4-0

5. OLD BUSINESS

None

6. UPDATES

None

7. ADJOURN

MOTION: Motion to Adjourn at 5:05 PM

VOTE: Motion by: Alderperson Hopkins
Second by: Alderperson Kroupa
Motion Passed 4-0

Meeting adjourned at 5:05PM

**Respectfully Submitted,
Norgie Metzinger, Administrative Specialist**