

**VILLAGE OF DRESSER  
PUBLIC WORKS COMMITTEE MEETING  
JUNE 25, 2013  
MUNICIPAL BUILDING**

Bryan Beseler called the meeting to order at 6:30 PM. Roll Call: Bryan Beseler, Neil Gustafson, and Richard Durand. Also present Jodi A. Gilbert/Clerk, Mike Qualle – Public Works, Joe Kniseley HD Supply, Steve Mereness Dakota Supply Group, and Jeff Suess/Robin Boros Midwest Testing. This meeting was posted that a majority of the board members could be present for this meeting. No other public or press was in attendance.

Purpose of the meeting: Discussion regarding the purchase and installation of new water meters and a radio read system for the Dresser Water Utility. Beseler stated we have a couple of presentations tonight to show us some of our options.

Steve Mereness from Dakota Supply Group was first on the agenda. Mereness stated I am a group manager for Dakota Supply Group. We are the Badger Meter Distributor in the Midwest. We have 29 Branches over 6 States. All I do is water meters. The core of our business is electrical equipment. I have been doing this for about 20 years. At one point we were a free standing company and we were bought out by Dakota 6 years ago. The product we sell is the Orion Badger Meter along with the Orion Radio Read System. I will talk about the meters and the project including the handheld and answer any questions. Handouts were passed around. The first sheet has 4 references in the area that have this system. Siren has used Badger probably the longest. Shell Lake has just installed Badger and uses CIVIC billing. That is important because the software needs to speak to the billing software. I encourage you to check references. The next handout is a sample of an installation sheet that would be used. I forgot to mention but all the municipalities listed on the reference sheet had Midwest Testing do their installations. Next there is a large packet of information. Item A – Handheld with the Readcenter Software so things interface with the host computer. You have approximately 400 residential meters and the number of the different sizes are listed. When you get to the larger meters there are 3 different options for installation. I have quoted all 3 options. On the 3<sup>rd</sup> page you have the hardware support at \$450 after the 1<sup>st</sup> year. This covers if you drop the handheld you send it in and get it repaired. Repairs are covered at no charge. Then there is a separate software maintenance cost. This is for updates or tweaks on the software which is done through a disk or an email and that cost is \$795 per year. Both of these maintenance costs are optional. You could choose one or the other. The handheld is pretty robust, so you could bank the \$450 and pay when the repairs are done if needed. I have no vested interest either way. Basically it is an insurance policy. All of the rest of the information in the packet is specifically on the radio read, handheld, and various meters themselves. I like to supply as much information as possible. We have a good product and we can back things up with the numbers. We have a lot of satisfied customers. There are two types of meters. 1. Positive displacement chamber/turbine chamber versus 2. Nutating Disk. Both technologies are very accurate and have a good life expectancy. Badger Meters are available in bronze and plastic. The internal working is the same. Model 25 comes in bronze or plastic. The basic difference is personal preference. We have been making plastic meters for years. The federal government has issued a ruling stating January of 2014 you can't have a brass meter with more than ¼ of a percent of lead in it. For many years the limit was 5% lead. Badger has started transitioning their product. The meters are NSF 61 compliant. One of the things about our meter is the over size -25 gallons per minute. This type of meter can help with pressure problems. It helps to reduce the pressure that is going through the meter. Included in the packet is also a copy of the warranty – in terms of accuracy all meters are warranted a

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number of years or number of gallons. We are the highest in the industry. Our repaired meter accuracy far exceeds our competitors. Plastic meters are only available in a 5/8 size. Otherwise it is low brass for all other sizes of meters. Now I will move from the meters to the Orion Radio Read. The technology automatically broadcast a read every 4 seconds. You don't have to wake it up. The meter sends information every 4 seconds plus some additional information such as if the meter was tampered with. You would drive around with the handheld and the reads come in. Out signal requires no FCC license. Each time it broadcasts a signal it lessens the possibility of interference. If a baby monitor is on one frequency and it conflicts with our signal next time it won't. You might ask if it broadcasts every 4 seconds what is the battery life. There is a 20 year warranty. The 1<sup>st</sup> 10 years are 100%. 11-20 it is a percentage of the replacement costs. We expect 24 years battery life. We know that things are going to work. They are fully sealed and they can be submerged. A flooded basement is not going to wreck the radio unit. There are no wires to tamper with. You don't have to go to the outside of the house. When you come to install you replace the meter, which is 7 ½ inches long and you set the head on it. The unit itself comes in sleep mode and as soon as water runs through it starts to broadcast. You don't have to wake it up. The information is recorded on the install sheet. When broadcasting it sends out information on the meter. How do we know that you are reading the meter in a particular house? There is a unique Id # that starts with an 8 – this is part of the installation process. Jodi will be given the forms after they are filled out and she will be entering that information into the billing software. The transponder # on the meter goes into the billing software. Readings are pulled in and the handheld captures the transponder #'s and sorts where they belong. All of the units have a sticker and that sticker is put on the work order. There is also a meter serial number which has a sticker also. Overall though the transponder # is more important. Beseler stated currently when we read we have touch pads. Would our touch pads work with your meters if we didn't do radio read and just wanted to replace the meters. Yes you could do that. Beseler continued why go to radio read in a municipality this size. Right now it takes you guys 3-4 days to get all of the meters read. Now you would be able to read in 1 hour. The readings are going to be 100% accurate. No chance of entering a reading incorrect. If the usage is high it probably is. There is no means for a radio read to be wrong. Downloading here in the office will be fast with a high quality of information. With a touch read system you are reading down to the 100<sup>th</sup> gallon. With this system you are reading down to the gallon. Right now you are reactive with touch read. You read the meter and get a reading. You don't know any more than that about it. Radio reads will allow you to get additional information. With Radio Read you would also be able to go to monthly billing, since it only takes one hour to read. This is much more convenient for customers. It makes sense that people can afford \$50 a month but can't afford \$150 a quarter. It is easier for people to budget. Radio read gives us so much more information. It can see water running through it 24 hours a day and when the meter is read a flag comes on saying that there is a leak detected. Public Works would be able to go to the homeowner right away and tell them they have water running 24 hours a day. Water softeners are good at running and people not realizing it. What if the basement toilet is running? Because we read down to the nearest gallon we only need a leak of 1 gallon per hour for it to trip the leak detector. The Village would be more proactive. Another thing we can do with each radio read unit is data profiling. This is unique to Badger. It reads the meter and stores it in the radio read unit. Any time you retrieve that data you will be able to see 2 ½ years of historical data for the meter. If you have a billing dispute – you can download information and put it in an excel spreadsheet. It will see what was happening by the hour. You could determine when the problem started and ended. You can show the homeowner exactly what was going on. If the bill is higher than normal usually there is a leak because water is always running. Some cities that use this system are proactive with the

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data profiling and any account with a leak they send out a post card. There is a new level of customer service to the homeowners. Instead of just reading the meter you can tell when water was used and what the flow was. That is why radio read. You have leak detection, tamper detection, and can do remote mount. For instance in an all metal building if the room is in the basement can use remote set up and run up to 150 feet away. Helps get the signal out of the building. If a wire is cut that will trip the tamper flag. When reading the hand held will beep and public works will know that they need to go in and find out what is happening. We have reverse flow capability if somebody puts a meter in backwards we would know about that. Back at the Village Office the read software goes between the handheld and the computer. Create a download file and this is what we are going to read. Then Jodi will go to the Readcenter and grab the file and load it to the handheld. We use a jump drive to load the date to the handheld. Go out and read. Give it back to Jodi and use the jump drive back to the computer. When you are in Readcenter the first report I would recommend running every time is the exception report. This report shows what happened that is out of the ordinary. For instance no usage, high usage, tampered, leak, reverse flow are all out of the ordinary. For 95% of the people most reads are going to be the same. Outside of the parameters of normal is what we want to be looking at. Take the exception report – narrow that down on what needs to be fixed. You won't be guessing. The process itself is fairly simple. To load and unload takes about 1 minute each direction. The system has been around for 12-15 years. Qualle asked are your meters affected by sand - meters that get stuck when we do construction or a main breaks. The Radio Read will give you the ability to see if a meter is stuck. There is an alarm flag for that and with data profiling you can see when that happened. There is also the in home display – this is a customer service tool. It is programmed to read Orion meters. The homeowner complains my bill is just too high. One thing you can do – program the unit for that meter and put it on the fridge and constantly sees the readings on the meter. It stores the information. The homeowner can see how many gallons they are using. The unit could be loaned out to the homeowner for them to use. This is a reading device. The next item is the handheld. It uses the highest technology – processor speed is as good as it gets in a handheld. It can store up to 5,000 accounts. With all of this you could mix manual entry/touchread/radio read. Gustafson asked what if it didn't pick up a read at a particular house. The handheld won't tell you that right away, but essentially at the end of the route you can check and it will tell you that so many meters out of the route have been read. When you think you are done you can get a listing of unread meters. You would be able to see the addresses that are unread and could go to each and get a read. This is usually the last step before giving the information back to Jodi. Qualle asked does it give the battery status on each. It was stated no. Keeping track of battery status shortens the battery. In general with Radio Read – a dead battery is something else that is wrong. The unit is constantly broad casting for issues. In the past you could put in a new battery. We have found that it was better to replace the whole unit. If something goes wrong in the first 10 years is usually not a battery. This whole unit has a warranty for 20 years. Beseler asked there is a warranty on the meter unit – how much of a warranty on the water meter. The warranty is on how accurate it is. They guarantee new meter accuracy – we test to new meter accuracy. Repaired meter accuracy – low end 98-102. 95-102 on a rebuilt. Meter would be 95% accurate for so many years. Could have one house with one person versus a house with a family of 6 – amount of gallons and age and mileage on meter would be different. Our company is located in Burnsville MN and we stock Badger meters. This is our bread and butter. If you wanted to have meters all here on Friday we could do that. One other thing we do is we have 2 fulltime people that do training and tech support. When some one buys a system they will work with the clerk first, contact civic in regards to our system. Things have to be interfaced with the billing software. We can help to facilitate that.

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They can work onsite. Come out to Dresser for a day or more to get the software installed and train on how to use the software. They would work in the field on how to install and trouble shoot. You have a problem you call us and talk to one of two people. We do that differently than our competitors. Our people are good. Beseler asked we utilize deduct meters. Does each unit have to have a separate transponder – yes. Any other questions/comments. Thank you.

Next on the agenda is Joe Kniseley from HD Supply – Sensus Meters. Kniseley introduced himself. We have had a 40 year relationship with Dresser. I have been stopping for the past 5-6 years as the sale rep for this area and have gotten to know Mike, Dan, and Jodi. On behalf of HD Supply I would like to thank you for your business. OK let's talk about meters and radio read. You will see that I am very informal so please ask questions as we go. I have some literature here for you to take home and review later. First let's talk about water meters. The Sensus meter is the iPEARL. It has been on the market for 3 years. It has replaced the mechanical meters that are out there. Mechanical meters measure down to a ¼ gallon a minute. We meet that standard. Today's meter there are no moving parts. Accuracy is down to a 10<sup>th</sup> of a gallon a minute. A customer who now has a dripping facet will pay for that drip. The customer will pay when the toilet is leaking. The Village may be able to collect enough revenue that they won't need a rate increase. There is a 20 year warranty on the meter. When the new meter comes the warranty starts. Industry Standards - 1-10 years 100%, 11 -20 prorated. If the battery terminated early – return product and get a new product. This is much better technology than we have been use to. It has all of the standard features. If a pipe goes empty – meter goes dry it is going to record that information in the meter. See the last handout. If you have an empty pipe, wire off, leak etc. it keeps information in 1 hour increments. This information can be shared with the customer. They all have a story. You can pull it up on spreadsheet and you will be able to see what has been happening in the house. With the current system you are only getting bits and pieces. If the customer says they didn't use that much water and if the meter is moving you could tell them that, but if it had stopped moving it was their word against yours. 20% of all toilets leak. This new meter has no moving parts, so the noisy meters are gone. Also the meters are recyclable at the end of their life. We will take them back. Ok now if you want to make it a Radio Read system you need the radio. This is the Sensus Radio Read. You have a two piece product. Some options you have a prewired cable or terminal screw bank and use the existing wire. The choice is down to Dan/Mike or the installation company. Sensus uses a FCC spectrum. We don't share with the baby monitors and other things that can cause interferences. This increases the reading distances. Dresser has had an older radio read unit and it is now time to upgrade – could keep going with the old project. The new radios – two way communication. 5 years from now you can do flex net down the road and read everything from the office. Beseler asked you would recommend upgrading the existing handheld. Yes it is still a supported product, but will eventually be outdated. With the new one it looks the same, but when you go read with the old one it pings – with the new style you can read everything within two blocks. Depends on the radio frequency. Estimating you have 400 meters a couple of hours at the most for read time it could be less then that. Some communities read in 40 minutes. If in the past you had to estimate the reads in the winter time because of plowing snow you would now be about to read meters at the same time as plowing. What now takes a couple of days you can do in an hour and now have time to do some other things. The next subject that usually comes up is going to radio read allows you to go to monthly billing. You can do it for a few reasons. It's quick and easy to read. You can be very proactive catching leaks and it provides better customer service. It can increase your revenue stream. Your customers now have the same size bill as their other utilities. There are a lot of nice reasons for upgrading this product. Durand asked is this

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compatible with our meters we have right now. Could we intermix? Now you have touch pads on the outside of the house. You could just snap the radio read box on the touch pad or could install in the home. It would be the same unit if it is on the inside or outside of the house. Direct wire boxes would just be shipped that way. With the terminal bank just depends on where the wire goes – could have some of each. Qualle asked is there an advantage to inside versus outside. With the outside if you do a diagnosis you can get the information from outside of the house without bothering the homeowner. Aren't you then relying on all of the old wire. There is a lot of bad wire out there Qualle stated. You can put it in the inside you are just taking your chances if you need to get back into the house. There you would have no problem with wire. I ship out of Milwaukee and Eden Prairie. In my own sales territory – 75% are installed on the outside. Doesn't mean that it was better. It was just easy to do that and they may not have upgraded the meter just went Radio Read. Midwest Testing stated we like to put them on the inside. There use to be the theory batteries kept in the fridge lasted longer. So putting it outside during our winters was better. That is not the case. There is a 20 year life on the battery. Durand how long to install. Right now 10% still have registers. That is your call. Beseler asked if there was a cost difference – no difference in cost. I sell them for one price. I like to leave options open ended, so when comparisons are made everybody is paying the same amount. If one guy paid \$800 and one guy paid \$900 that is not good over time. There is a quantity discount. May need to order some with a 25 foot wire. The iPEARL meter is 100% lead free – shell is plastic. The inside of the meter is not plastic but it is like glass. It is very strong and hard just like a brass meter. It is 4 times stronger on the frost plate. Large meters – lighter weight. Sensus is proud that over 3 years we have sold over 1 million. Gilbert asked do we need to buy two Radio read boxes for a home with a deduct meter. No – you can buy one box that can be wired for 2 meters. Any other questions. Qualle asked does sand and stuff affect this meter. No. On prices I submitted an earlier quote to Dan. They are dual port for programming – separate Id for each one. They are Command Link included. All radio reads are now the same. Every house is a different case. Radio read is not new it has been out there for 20 years already. It is not new technology and most of the time trouble free, but we offer support and training. Durand is it reliable. Gilbert stated currently the support has been good. You pay a Sensus support fee includes free upgrades. HD Supply also has meter support staff. So if you couldn't get Sensus Support you can get an HD Supply person here. Qualle stated in the past we have gotten loaners when we have had problems. Thank you for having in me. Call me on my mobile if you have any questions.

Jeff Suess and Robyn Boros from Midwest Testing were next on the agenda to talk about installation. We currently do meter testing here in town. We work in over 350 municipalities. We test, repair, and install water meters. Robyn is here tonight since he heads up the coordinating with the meter manufacturers and puts your investment into the houses. You can do a turnkey and deal with only one distributor or work directly with us. No matter who we work with there are not any pricing differences. If you go through them they may put a mark up on the same service you can get directly through us. Some meters are less costly to put in. At this point your decision comes down to what meter to go with and what radio read system to put in. We put them all in. That is what we do and we do it faster then you could over time. We are non-bias on who we work with. You need to determine what you are trying to accomplish. Our part overall is pretty small in regards to the whole project. We concentrate on putting in the meters. We work from 4-8 PM at night. It may take up to 14 working days to install and have you up and running. Robyn stated like Jeff had talked about before you have a lot of touch pads and the square ones won't work. Qualle stated we do have a lot of square ones. Also we do have a lot of

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bad wire. The coating is coming off. We want to put all meters in but there may be a certain percentage you will have to absorb. May need to turn off the water to get the homeowners attention. Wiring outside versus inside. There can be a cost difference between - do we need to pull wire. Command link – take hand held – programming. Command link end of the day get the same result. Just another step with the Sensus product. To do the installation we call Jodi and get an excel spreadsheet of physical addresses. We know that we have unique #'s. Put them into a bar code – brings up address and old meter number and head number and all of the new information. We record if we had to install other valves, material, etc. Record everything on that worksheet. Once completed it is given back to Jodi – Old and New information is then manually entered into billing software. We may have a capability to do a data dump if CIVIC is able to do that. Want to do worksheet and manually enter. There is a lot of information. Another thought is the State of WI wants us to be doing Cross Connection inspections and since we are going to be inside the house we could do that also. Then you would be all compliant at one time. Just so you know that option is out there if you want to get compliant on Cross Connection. Valves may need to be updated. Everything that is done would be recorded on the worksheet. We also have a sample letter that Jodi could send out informing everybody of what is going to be happening. We prefer that you send out the letter a head of time. You can tweak the letter as needed. When we make contact it is an open door policy. We usually work until 8 at night. Trying to get people off the couch to let us in to do the work can be a challenge some communities have done an option for free water. Drawing of some sort. Helps get the meters in quicker. Valves on the outside are exercised the valve inside usually is not so it can be a challenge. Ask that the homeowner to put away the dog while we are there. What about the trailer park – they have two master meters. We don't individually meter the trailers. That's good. The letter would go out the week before so it is fresh in everybody's mind. The more information we get out to the public the better. We leave tags if they are not home and someone 18 years of age has to be home for us to enter the house. If someone is out of town and we can still get in we ask that a Village person come with us. Qualle asked if we go with inside installation on the radio read what do you do with the old wire/touch pad. We cut back the wire as far as we can and leave touch pad – homeowner can remove it if they want. Joe stated no matter what brand you go with I would recommend you install on the inside of the house. A lot of things happen on the outside of the house. We also don't want to be drilling more holes if we don't have too. Use the new technology and put it inside. Also look at the wire in the house. You can rid exposed wire. Really look at putting them on the inside – in the long run you will be happier. They do a final read on the old meters. Our obligation obtain access in the future. Our guys are identified by vehicles and vests. They have badges. Gilbert asked do you work weekends. Robyn stated we prefer to not work weekends. We can set up appointments. Joe stated the biggest benefit to an outside company is a much shorter time to get a return on the product versus if you do the work yourself. You can do the work yourself, but if you are going to do 400 at one time and get a discount. Add a little more to the investment to have the installation completed. Luck tried to do it on there own with 500 meters and they weren't done so they contacted us to complete. We can have you all done in maybe two weeks. We have been working on installs for 20 years. We don't get called away. Would like to do right after a read. Do final read and in a couple of days install the product. The biggest issue is getting the product. If there is no product then there is no installation. It is all timing and getting the order placed. It doesn't matter to us whether it is 150 – 19,000 meters going in. Getting the product is what is relevant. Decide what is your objective. Once you have that – for instance if it is lead – upgrade all meters. What are the dollars to put in Sensus versus Badger? With the Sensus wiring – we have to charge different. Regardless either will give you the end results. This is totally up to

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you guys. We can provide insurance information. We have experience on the bigger meters to know what meters should be put in and can recommend what to get. You may want to put a compound in there something else in another building. You will need to know what to order. We can look at the commercial with you before you order. Cross Connection – outside hose bibs are one big thing. There is a new form educate the consumer and give them documentation on Cross Connection. Residential may be \$20-\$25 to do along with installation. Larger commercial costs on a per hour basis. Thank you for coming.

Beseler stated it has been a long night. Gustafson stated what is our objective. We couldn't get meters because of lead. We are compatible for Radio Read. Ultimately what are we trying to do? Beseler stated what does this committee want to recommend. Last time we decided to do this on our own we are still working on it 20 years later. Comparing apples to oranges. Accuracy of a new meter is a big thing. We don't want one neighbors bill to go up because of a new meter and the other neighbors to not. Not fair. I believe Taylors Falls did a full project and have already seen pay off on the investment. The auditors were just here. Billing accurately might help avoid a water/sewer rate increase. Do we want to go new and do we go radio read. Beseler stated I needed to be sold on Radio Read. Monthly billing is my selling point. That would help my family in this economy if I had a monthly bill. When you see what goes to the Tax Roll it may help our cash flow. A lot of separate things to think about. Do you need time to think about this? Beseler continued this is open to discussion. I like the Sensus meter with no mechanical parts - trouble free. Gustafson stated I like the inside installation. Did like that the Badger all in one unit. The Sensus meter though is better. If this was a matter of doing it slowly – then I would consider Badger. You still would have a meter that can jamb. In the past what have you done? Estimate the past bill. We have a good history in the computer. Beseler stated where we are sitting financially – we are not near loan capacity. We have started to explore local banks/versus state trust fund. Auditor talked about investments. Recoup through the utility. Go to monthly billing. What time period is all this going take? Make utility more fluid. Big jump as from the auditor. See some of it recoup. Numbers right now we are around \$150,000.00. If the water meters see a little revenue – both utilities see an increase. The Sewer utility actually may see much more help. We will be more accurate on both ends. Ultimately we can do this tonight or at another meeting. We need to recommend a product to the board. Do you want time to process it? We could go the first couple weeks of July. If we are comfortable tonight we can move forward. Need to recommend going with this product. Gustafson stated I don't think I need more time to think about it. In discussing the meters. The Sensus meter is 100% lead free, it is not going to be jamming up, we already use the system, and we can hook multiple meters to one reader.

Motion Gustafson/Durand to recommend to the board that they stay with a Sensus Meter product and approve replacement of all meters in the Village and to go to a Radio Read System. All in Favor. Motion Carried.

Motion Gustafson/Beseler to recommend to the board that they contract with Midwest Testing for the installation of all new meters and a radio read system. They know meters and have been working on installs for 20 years now. All in Favor. Motion Carried.

Motion Beseler/Durand to adjourn. All in Favor. 9:00 PM. Motion Carried.

Jodi A. Gilbert - Clerk/Treasurer

These minutes have not been approved.