

Utility Commission Meeting
Monday, October 3, 2022
6:00 PM at Utility Office Building

Members Present: Robert Affeld, Ross Canniff, Cheryl Braun, Dick Evans, Bart Coons, Peter Gallun, Nick Gahlman, and Mayor Wegener

Members Absent: none

Also Present: Alex Smudde, Brock Stange

The meeting was called to order at 6:00 PM and roll call was taken. Motion by Canniff/Evans to approve the agenda. Motion carried 5-0.

Motion by Affeld/Braun to adjourn into closed session at 6:04 PM as per §19.85 (1) (c) Considering employment, promotion, compensation, or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility. Canniff AYE, Affeld AYE, Coons AYE, Braun AYE, Evans AYE.

1. Discuss and possibly approve employee wages and compensation.

Motion by Affeld/Canniff to reconvene to open session at 7:02 PM as per §19.85 (2) and disclose findings if any. Canniff AYE, Affeld AYE, Coons AYE, Braun AYE, Evans AYE.

Findings: Commission will review request and have a meeting in 2 weeks.

Motion by Evans/Coons to approve the minutes from the previous meeting. Motion carried 5-0.

Public Appearances/Comments: None

Monthly Business:

- A. Motion by Canniff/Evans to approve payment of WPPI invoice of \$432,341.76 and checks of \$507,247.59. Motion carried 5-0.
- B. Review Prior Month Income Statement.
- C. Council Acts Affecting Utility. Resolution 36-2022 Authorized Representative to File Applications for Financial Assistance from State of WI Environmental Improvement Fund. Resolution 37-2022 Resolution Declaring Official Intent to Reimburse Expenditures.
- D. Consumption Loss.
- E. Review Totals of Delinquent Customers. Had 16 electric disconnects this month, 1 remains out.

Report of Officials:

- A. Utility Accountant.
 1. Review, discuss and approve 2023 Budget. Motion by Braun/Coons to approve 2023 Water & Wastewater budgets, approval of Electric budget to come at a later date. Motion carried 5-0.
 2. Discuss and take possible action on Utility bank accounts. To be discussed at finance meeting tomorrow.
 3. Revisit and possibly approve doing Accounts Payable in our office. Motion by Braun/Canniff to begin doing Accounts Payable in Utility office. Motion carried 5-0. Directive by Mayor to open new checking account and have signors on account be Meagan Buchda, Laurie Runyan and himself.
 4. Discuss and take possible action on sewer rate increase. Contact Aaron at Baker Tilly to discuss steps for sewer rate increase and how Sensient's involvement in the WWTP upgrade will affect it.
 5. Discuss and take possible action on funding for sewer portion of street projects. Determine total costs and discuss further at next commission meeting.

- B. Electric Superintendent
 - 1. Projects Update. Installed 3 new services by Goose Park. Road project street light pipe is in; working on LED conversions on Hwy 26; upgraded 9 fixtures for Christmas lights. Have 2 more new services coming up.
- C. Water/Wastewater Superintendent
 - 1. Review, discuss and possibly approve Lead WWTP Operator position. Recommend Alex for the position, will post in-house for 5 days, he'll need to formally apply. Motion by Affeld/Coons to refill Lead WW Operator position. Motion carried 5-0.
 - 2. Project Update: Jason at MSA discussed with Soper that the City wants to supply the materials for Street project, but Soper said no. Contractor laid temporary water line, the bacT tests were taken and ok, will be hooked up to curb stops. Lead lateral replacement project is moving along, have about a dozen left, 2 of those still need to schedule; have one more test requirement from DNR for sequential sampling from lead laterals. Contractor found the leak at 216 Fair St under driveway, bills for repairs will be sent to MSA.

President:

- 1. Discuss and possibly approve closing utility office to attend training. WPPI has orientation on Oct 25th, would like both Laurie and Pam to go. Post a sign on the office door that office will be closed.
- 2. Update on Sensient contract. John Long called last week, he stated they do want to work with Utility on the WWTP upgrade. They looked at putting in their own WWTP, too costly. Will call Mr. Long again this week, need signed contract.
- 3. Update on WPPI Annual meeting. Many interesting topics were discussed, including cybersecurity. Jarvis confirmed they are following protocol for cybersecurity for the City. Everyone is pushing for green energy, systems are not prepared for that increase in usage.

Mayoral Comments: Chamber needs power for Christmas decorations, Nick will work with them. Had an in-depth discussion with Jason about our contract with Soper for the street project, suggested setting up a meeting with Soper and Jason/MSA to discuss issues. Asked Nick and Peter to watch for shortcuts being taken, Alliant is causing delay, timeline could affect our outside funding.

Old Business: None

New Business: None

Motion by Braun/Coons to adjourn meeting at 8:25 PM. Motion carried 5-0.

Minutes recorded by:
Laurie Runyan