

CEDARBURG LIGHT & WATER COMMISSION

March 19, 2018

The regular monthly meeting of the Light & Water Commission was held on Monday, March 19, 2018 at 7:00 p.m. at the Cedarburg Light & Water Utility Building, N30W5926 Lincoln Blvd, Cedarburg, WI 53012.

Call to order by President Blaine Hilgendorf

Roll Call: Present – Jim Coutts, Joseph Dorr, Blaine Hilgendorf, Tim Larson, Andy Moss, and City Council Member Patricia Thome
Excused – David Pagel
Also Present – General Manager Dale Lythjohan and Administrative Manager Mari Lauer

STATEMENT OF PUBLIC NOTICE

The Statement of Public Notice was read, and it was acknowledged that the agenda for this meeting was posted and distributed in compliance with the Wisconsin Open Meetings Law.

APPROVAL OF MINUTES

The minutes of the Regular Meeting held on February 19, 2018 were read and approved on a motion by Andy Moss, seconded by Pat Thome. Motion carried.

VOUCHER SUMMARY FOR FEB

Accounts Payable	\$ 480,098.19
ACH & Wire Transfers	714,110.23
Payroll	<u>74,694.04</u>
Total Vouchers	\$1,268,902.46

BANK BALANCE FOR FEB

2/1/18 Balance Available	\$ 351,814.43
+ Deposits	1,460,094.46
- Checks and Other Debits	<u>1,491,239.76</u>
2/28/18 Available Balance	\$ 320,669.13

REVENUE ITEMS FOR FEB

Light & Power Sold – 8,351,521 kWh	\$ 839,354.64
Street Lighting Revenue 83,242 kWh	23,001.83
Water Sold – 25,992,914 Gallons	117,297.71
Water Pumped 32,912,150 Gallons; Power Used 97,912 kWh	<u>8,572.42</u>
	\$ 988,226.60

NEW BUSINESS

PRESENTATION OF INTRODUCTORY ENERGY IP AND ADVANCED METERING TECHNOLOGY CAPABILITIES

Andrea Blawat, Billing Specialist, gave a presentation which covered three areas of Energy IP. She began with reports that are automatically generated through eIP and sent via email. These reports included the Meter Event & Flag Report, Provisioning Report, Missing Intervals Aging Report and the Water Leak Report. Each report was reviewed, and examples of information use was provided. The second part of the presentation focused on customer service and how we can assist customers with more timely information. This part of the presentation included high usage calls, more accurate billing and potential cost savings. The final piece of the presentation included an overview of the remote disconnect/reconnect process through eIP.

UPDATE ON APPA LEGISLATIVE TRIP BY COMMISSIONERS HILGENDORF AND MOSS

The APPA Legislative Rally was held in Washington, D.C. in March. Commissioners Hilgendorf and Moss, along with Cedarburg Council President Mike O'Keefe attended. Other Wisconsin community leaders and officials from across the country were in attendance as well.

Commissioners Hilgendorf and Moss reported on the trip and meetings with Wisconsin's congressional delegation. Cedarburg officials were able to meet with representatives to discuss federal issues that impact the utility.

Topics of discussion included preserving tax-exempt financing, the use of municipal bonds as a critical tool for public power utilities to finance new and existing infrastructure, keeping distributed generation decisions local, and cyber security.

REVIEW PROPOSED SUCCESSION PLANNING SURVEY; AND ACTION THEREON

A draft of a proposed survey for the general manager succession planning was provided for review. The intent is for the commissioners and staff to complete the survey to assist in compiling data for potential analysis.

After a brief discussion, the commission agreed with the initial survey questions. The Personnel Committee will work through finalizing the survey questions at a future meeting later this year.

CITY COUNCIL UPDATE, GENERAL MANAGER, AND DEPARTMENT REPORTS

The following are highlights of the Manager & Department Reports that were provided in writing to the commissioners in advance of the meeting. Any specific discussions are noted.

Because of federal tax changes, WPPI is projecting a 2.5-3% reduction in monthly costs to members for 2018 and beyond. These savings would filter through our PCAC calculation back to customers each month.

A Milwaukee-based company is looking to site a demonstration project that would include a 25kw natural gas engine/generator that would also produce hot water. This is an ideal application for an indoor pool, so staff will be exploring the opportunity with the school district.

Electric Service Outages Totals:

- 2018 year to date: 1
- 2017 Year end total: 18
- 2016 Year end total: 18
- 2015 Year end total: 13

The water department crew continues to install full AMI meters and modules. Approximately 960 water meters are currently AMI operational. This equals about 24% of customers.

Total water pumpage for the month of February:

- 2018 = 32,912,150
- 2017 = 29,639,490
- 2016 = 30,323,940

The annual audit was completed by Baker Tilly on March 5th & 6th. Everything went smoothly, and there were no adjusting entries. The audit report will be presented at the April commission meeting by Jodi Dobson from Baker Tilly.

The selection process is underway for the next Collections/Work Order Processor. The hope is for the candidate to have some accounting training and experience as well as proven customer service skills and an analytical mind. Approximately 175 applications were received for the position.

The City of Cedarburg adopted a city-wide energy management policy at the Feb 26 Common Council meeting. The resolution calls for leadership by example with a goal of achieving a 5% reduction in energy use over the next five years.

APPROVAL OF BILLS

The bills, as listed on the attached Check Register, were audited and a motion was made by Joe Dorr, seconded by Tim Larson, to approve the bills for payment. Motion carried.

ADJOURN

On a motion by Joe Dorr, seconded by Pat Thome, the meeting adjourned at 8:30 p.m. Motion Carried.