

## CEDARBURG LIGHT & WATER COMMISSION

September 16, 2019

The regular monthly meeting of the Light & Water Commission was held on Monday, September 16, 2019 at 6:00 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, Blaine Hilgendorf, Tim Larson, Andy Moss, David Pagel, and City Council Member Patricia Thome  
Excused – Joseph Dorr  
Also Present – General Manager Dale Lythjohan, Administrative Manager Mari Lauer, and Associate Accountant Keri Shumway

### 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 August 19, 2019 were read and approved on a motion by Patricia Thome, seconded by David Pagel. Motion carried.

### VOUCHER SUMMARY FOR AUG

Accounts Payable	\$ 521,421.62
ACH & Wire Transfers	1,011,606.06
Payroll	<u>112,614.37</u>
Total Vouchers	\$1,645,642.05

### BANK BALANCE FOR AUG

8/1/19 Balance Available	\$ 222,276.70
+ Deposits	1,568,653.71
- Checks and Other Debits	<u>1,693,923.22</u>
8/31/19 Available Balance	\$ 97,007.19

### REVENUE ITEMS FOR AUG

Light & Power Sold – 10,375,229 kWh	\$1,351,540.15
Street Lighting Revenue 46,071 kWh	22,742.67
Water Sold 36,198,048 Gallons	149,457.30
Water Pumped 46,332,940 Gallons; Power Used 105,214 kWh	<u>12,339.95</u>
	\$1,536,080.07

## NEW BUSINESS

### PRESENTATION OF THE CUSTOMER SATISFACTION SURVEY RESULTS FOR CEDARBURG FROM WPPI ENERGY

Administrative Manager, Mari Lauer presented findings from the Residential Customer Survey completed by WPPI in 2018 with the local “oversampling” of Cedarburg customers so a statistically significant measurement of Cedarburg customers would be obtained. CL&W continues to have high ratings in overall satisfaction and value of services with the greatest opportunities for improvement in the following areas: working with customers to manage costs; delivery of energy at low cost; and effectively communicating during energy emergencies.

The survey also indicated our customers are interested in a variety of communication methods varying between bill inserts, all the way to text messages. This will create challenges and opportunities for the utility to meet customer expectations. Overall, the survey indicated that CL&W is heading in the right direction with opportunities for improvement as customers and their preferences change.

### 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.*

After learning additional information from WPPI regarding the demand reduction study, GDS (CL&W’s consultant) was directed to review and analyze CL&W’s system-wide demand data to advise what the optimal size and duration battery system would be required to reduce on-peak demand up to 12 months out of the year. CL&W will then shift focus to identifying 2-3 customer sites where a battery could be deployed (on the customer side of the meter) and what the economics/payback would be for Cedarburg. This strategy will most likely increase the overall cost and complexity of the project. It is expected that this information will be available before the end of 2019.

The 2020 Health Insurance Renewal information will be reviewed by the City Insurance Committee on September 20<sup>th</sup>. It is hoped that “experience” for 2019 continues to be favorable enough that rates for 2020 will at worst track medical inflation numbers of an approx. 7% increase.

Electric service outage totals:

- 2019 Year to date: 15
- 2018 Year end total: 11
- 2017 Year end total: 21
- 2016 Year end total: 18
- 2015 Year end total: 13

Migration to the new Open Point work management system and ESRI GIS software continues to progress.

Annual inspections on the aerial lifts and derricks were performed this month. There were several issues with the digger derrick and the small aerial truck that need repairs. Earlier this year the current vehicle replacement schedule and process was reviewed, but now with this new data, staff will be considering a change to reduce the expected life of most vehicles

August water pumpage:

- 2019 = 46,332,940
- 2018 = 43,434,440
- 2017 = 46,332,940

The accounting department been working with WPPI to have general ledger entries from the Harris/Northstar CIS system integrated with the accounting software. The process has been completed in the test environment, and staff plans to use the live environment for September entries. This will save time from creating and entering manual general ledger entries for cash receipts, sales totals and misc. billing entries.

The water rate application was submitted 8/30/19 and resubmitted 9/11/19 due to some incorrect information entered on the sales tab of the application. The PSC had looked at the application right away and had questions on the sales tab and also requested some additional information. Staff corrected the application and re-sent it along with the additional documentation requested (impact fee studies). The overall rate increase that was submitted after filling in the rate application was 5.6% (using a 4.5% rate of return). This was slightly lower than the cash flow model's projection of 5.95%.

CL&W is partnering with Ozaukee County Home Energy Plus to reach out to some senior customers in the next few weeks. Mike Gentry and Mari Lauer will be visiting several senior apartments offering energy conservation tips while residents sign up for energy assistance, including Public Benefits administered by WPPI for CL&W.

CL&W is partnering with the CHS German Club to collect old holiday lights for recycling. CL&W will be a collection site, and the students will be doing the recycling as a fund raiser.

43 applications for the smart thermostat bill credit have been received. Focus on Energy is also offering a \$50 incentive when customers purchase a smart thermostat. This promotion has been extended through the end of the year.

Melissa Kunz has been hired to fill the temporary office opening due to maternity leave. Melissa will be training once a week on customer service and office procedures until she takes over the receptionist position in mid-October.

#### ADJOURN TO CLOSED SESSION

Pursuant to State Statute 19.85 (1 )(e) deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons are required, specifically for electric department compensation.

A motion was made by Patricia Thome, seconded by David Pagel, to adjourn to closed session at 6:52 pm. Motion carried.

#### RECONVENE TO OPEN SESSION

A motion was made by Patricia Thome, seconded by Tim Larson, to reconvene to open session at 7:48 pm. Motion carried.

#### CONSIDER ITEMS DISCUSSED IN CLOSED SESSION; AND ACTION THERON

A motion was made by David Pagel, seconded by Tim Larson, to approve the following compensation items:

- \$2.50/hr increase in wage for the lineman and crew foreman positions
- \$2,000/yr increase in the salary of the electrical engineer position
- \$1,000/yr increase in the salary of the electric superintendent position
- All increases to become effective on September 23, 2019

Motion carried.

#### APPROVAL OF BILLS

The bills, as listed on the attached Check Register, were audited and a motion was made by David Pagel, seconded by Andy Moss, to approve the bills for payment. Motion carried.

#### ADJOURN

A motion was made by Patricia Thome, seconded by Tim Larson to adjourn at 7:48. Motion carried.