

## CEDARBURG LIGHT & WATER COMMISSION

August 17, 2020

The regular monthly meeting of the Light & Water Commission was held on Monday, August 17, 2020 at 6:00 p.m. utilizing the Zoom App.

Call to order by President Blaine Hilgendorf

Roll Call: Present – Jim Coutts, Joseph Dorr, Blaine Hilgendorf, Tim Larson, Andy Moss, David Pagel, City Council Member Patricia Thome

Also Present – General Manager Dale Lythjohan, Administrative Manager Mari Lauer, Financial Manager Lynda Lalley, and Water Superintendent Tim Martin

### 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 June 15, 2020 were read and approved on a motion by Pat Thome, seconded by Tim Larson. Motion carried.

### VOUCHER SUMMARY FOR JULY

Accounts Payable	\$ 505,655.60
ACH & Wire Transfers	844,501.49
Payroll	<u>104,824.12</u>
Total Vouchers	\$1,454,981.21

### BANK BALANCE FOR JULY

7/1/20 Balance Available	\$ 142,760.91
+ Deposits	1,643,379.20
- Checks and Other Debits	<u>1,830,660.75</u>
7/31/20 Available Balance	\$ -44,520.64

### REVENUE ITEMS FOR JULY

Light & Power Sold – 8,679,094 kWh	\$ 963,596.31
Street Lighting Revenue 37,797 kWh	20,977.02
Water Sold 32,878,157 Gallons	141,429.06
Water Pumped 47,031,770 Gallons; Power Used 95,793 kWh	<u>9,252.90</u>
	\$1,135,255.29

## NEW BUSINESS

### INTRODUCTION OF SCHOLARSHIP RECIPIENT, RHYS PHILLIPS

General Manager Lythjohan introduced this year's scholarship recipient, Rhys Phillips. Each year, Cedarburg Light & Water along with WPPI Energy, offers a \$1,000 college scholarship to a graduate of Cedarburg High School.

The scholarships are administered by the Cedarburg Community Scholarship Fund and the Cedarburg High School Scholarship Program. Rhys plans to study Information Systems and Pre-Law at the Business School at the University of Wisconsin Madison.

### CONSIDER AWARD OF HLPZ WATER TOWER CONTRACT; AND ACTION THERON

General Manager Lythjohan provided an overview of the water tower project including the costs, funding, project design, and the financial position of the water utility.

The water tower bids were submitted, and the low bidder was Chicago Bridge & Iron (CB&I) in Bolingbrook, IL at a cost of \$2,118,000. It is anticipated that CB&I will mobilize this fall and complete the foundations before frost. The contract requires them to be complete in October 2021.

The Manager recommends awarding the contract to CB&I per their proposal, and direct staff to finalize contract terms and execute the contracts.

A motion was made by Jim Coutts, seconded by Joe Dorr, to award the HLPZ water tower contract to Chicago Bridge & Iron. Motion carried.

### CONSIDER RESOLUTION 2020-1, RECOGNITION OF DENISE VICTOR; AND ACTION THERON

A motion to approve resolution 2020-1, recognizing Denise Victor for 22 years of service was made by Jim Coutts, seconded by Pat Thome. Motion carried.

### CITY COUNCIL UPDATE, GENERAL MANAGER, AND DEPARTMENT REPORTS

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

The glass panels in the reception area are scheduled to be installed the week of August 17. Staff and customers are adapting well to the current mask mandate.

Staff will be soliciting proposals for the budgeted compensation study. The study is expected to be complete in November, and could be used for January 2021 compensation decisions and discussions.

General Manager Lythjohan continues to lead the WILO project and continues to participate in the site design and construction project team. The City Administrator has started to take on more activities including the interview of potential brokers to assist the city in land sales.

The low bidder on the water tower project did not provide an “alternate bid” to paint the city’s new logo on the reservoir. The bidders that did provide the alternate bid came in between \$19,000 and \$40,000, which seems a bit high. The General Manager will discuss with the Branding Committee, and try to coordinate efforts to consider options for the logo.

2020 Electric Service Outages to date: 10

- 2019 Year end total: 20
- 2018 Year end total: 11
- 2017 Year end total: 21
- 2016 Year end total: 18

Several fence posts at the Cedarburg South Substation were recently found rotted and broken off during inspection. Staff has consulted with ATC, We Energies, Century Fence, AC Engineering, and Power System Engineering in regards to the cause. A solution and cost estimates will be provided at a future commission meeting.

The Water Superintendent is in the process of re-permitting the 18 private water wells within the city. These wells need to be tested for bacteria and inspected by a licensed plumber to certify the wells are still code compliant and do not have connections to the public drinking water system. The permitting cycle is five years, and the cost is \$50 per well.

State mandated lead and copper water sampling has been completed along with third quarter compliance sampling at the well houses and distribution system.

July Water Pumpage:

- 2018 = 42,837,390
- 2019 = 46,716,410
- 2020 = 47,031,770

The water rate case is still under review with the PSC.

The PSC will meet on August 20 to discuss the moratorium on residential disconnections. Restrictions have been lifted on commercial accounts. The utility will waive late fees until November 1, 2020 (or later depending on any changes with the PSC).

The appliances and electronics recycling event is scheduled for September 26 at the Fireman’s Park from 10:00 – noon. Refrigerant Depot is the state-certified vendor that will be handling the logistics of the event.

### 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

A motion was made by Joe Dorr, seconded by David Pagel, to adjourn at 6:53 p.m. Motion carried.