

CEDARBURG LIGHT & WATER COMMISSION

September 21, 2020

The regular monthly meeting of the Light & Water Commission was held on Monday, September 21, 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, Water Utility Superintendent Tim Martin, 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 17, 2020 were read and approved on a motion by Patricia Thome, seconded by Joe Dorr. Motion carried.

VOUCHER SUMMARY FOR AUG

Accounts Payable	\$ 458,898.69
ACH & Wire Transfers	1,014,165.81
Payroll	<u>72,310.42</u>
Total Vouchers	\$1,545,374.92

BANK BALANCE FOR AUG

8/1/20 Balance Available	\$ -44,520.64
+ Deposits	1,805,739.36
- Checks and Other Debits	<u>1,447,768.13</u>
8/31/20 Available Balance	\$ 313,450.59

REVENUE ITEMS FOR AUG

Light & Power Sold – 9,863,537 kWh	\$1,144,925.92
Street Lighting Revenue 38,272 kWh	21,191.35
Water Sold 35,816,469 Gallons	149,978.62
Water Pumped 49,860,780 Gallons; Power Used 109,438 kWh	<u>11,042.32</u>
	\$1,327,138.21

NEW BUSINESS

PRESENTATION OF THE OPEN POINT MAPPING & FACILITIES MANAGEMENT SOFTWARE

Associate Accountant Keri Shumway gave an overview of the Open Point Mapping and Facilities Management Software. Keri explained the background of the prior software systems, the reasons for transitioning to Open Point, the accounting perspective, the operational perspective, and the various efficiencies.

From the staff perspective, converting the mapping and work order management software to Open Point has been a success. The software is easy to use and staff is pleased with the interaction with the Open Point team.

CONSIDER AUTHORIZATION OF NETWORK UPGRADE PROJECT; AND ACTION THEREON

In the final 2020 capital budget as it relates to computer hardware and printer upgrades, \$34,000 was budgeted for the replacement of network switches that control and operate fiber optic that is used for SCADA, AMI, and video traffic from all remote sites. The existing network equipment was installed in 2011 and as such is due for replacement.

During the final project discovery back in August, it was identified that the network traffic indicated that increased capacity was warranted. The cost appears to be approximately \$49,549.

A motion was made by Patricia Thome, seconded by Joe Dorr, to approve an increase to the capital budget project reference #7.012.000 to approximately \$49,549. 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 WPPI annual meeting was held virtually on September 17. Joy Ditto from APPA was the featured speaker. General Manager Lythjohan's Executive Committee seat was up for election, and he was elected for what will be his last term.

After internal discussion, and discussion with Commission President Hilgendorf, the plan is to have the October Commission meeting in person at CL&W. The plan is to provide more distance between commission members. Zoom access will also continue to be an option. CL&W will continue to monitor state and local guidelines for additional requirements.

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

Construction of the high level pressure zone water tower is scheduled to begin the week of September 28 with the new water main installation. Foundation construction will begin in early October and last through November. Tank erection is scheduled for mid-December through mid-March 2021. Painting is planned between June-August 2021.

Lead and copper sampling is complete. This is the first time that all 30 samples were required to be taken from homes with full or partial lead services. CL&W is in full compliance with the lead and copper rules. Out of 30 samples, CL&W is allowed three samples to exceed the 15ppb action limit. The utility had two samples that exceeded the limit. Water Utility Superintendent Tim Martin will work with these two customers over the next few weeks to resample and provide additional information.

August Water Pumpage:

- 2020 = 49,860,780
- 2019 = 45,982,420
- 2018 = 43,434,440

The cost of service study exhibit from the PSC was received on September 16. A summary shows the proposed water rates would increase annual revenues an estimated \$132,303 or 6.4% overall. CL&W's rate application proposed a 5.6% overall increase. The difference is due to the shift of dollars from contributed plant to utility-financed plant as a result of impact fees used on projects that were disallowed by the PSC.

The PSC's proposal shows a typical residential customer's bill (3/4" meter) using approximately 4,000 gallons per month, would increase by 6.5% (or \$2.00/month), including public fire protection. This is an example of only one customer type.

On September 17, 2020, the PSC voted to continue the moratorium on utility residential customer disconnections and refusal of service for nonpayment until November 1, 2020. The decision effectively means that electric utilities will not be allowed to disconnect residential customers until April 15, 2021 due to the cold-weather disconnect moratorium which will go into effect as usual on November 1. Disconnection restrictions have been lifted on all commercial accounts.

Beginning in November, the billing date will be uniform for all customers around the 7th of each month, with the due date approximately the 27th of each month. Over the next couple of months, meter reading dates will continue to be moved until they all align with the end of the month.

Public Power Week will be celebrated during the month of October. Customers can stop by the utility with non-perishable food items, and can enter to win various prizes including bill credit vouchers. Donated food items will benefit the Ozaukee County Family Sharing.

Denise Victor retired on September 11 after 22 years of service. Staff, family, and commissioners were able to enjoy lunch to wish her well!

APPROVAL OF BILLS

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

ADJOURN

A motion was made by Joe Dorr, seconded by Tim Larson, to adjourn at 6:43 p.m. Motion carried.