

CEDARBURG LIGHT & WATER COMMISSION

October 16, 2017

The regular monthly meeting of the Light & Water Commission was held on Monday, October 16, 2017 at 7:00 p.m. at the Cedarburg Light & Water Utility Building, N30W5926 Lincoln Blvd, Cedarburg, WI 53012.

Call to order by Vice President Andy Moss

Roll Call: Present – Jim Coutts, Joseph Dorr, Blaine Hilgendorf (arrived at approx. 7:10 pm), Tim Larson, Andy Moss, and David Pagel, and City Council Member Patricia Thome

Also Present – General Manager Dale Lythjohan, Financial Manager Lynda Lalley, Administrative Manager Mari Lauer, and Administrative Assistant Wendy Mueller (for the website discussion)

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 September 18, 2017 were read and approved on a motion by Patricia Thome, seconded by Joe Dorr. Motion carried.

VOUCHER SUMMARY FOR SEP

Accounts Payable	\$1,113,572.50
ACH & Wire Transfers	966,242.02
Payroll	<u>109,531.00</u>
Total Vouchers	\$2,189,345.52

BANK BALANCE FOR SEP

9/1/17	Balance Available	\$ 562,881.42
	+ Deposits	1,701,927.86
	- Checks and Other Debits	<u>1,683,539.96</u>
9/30/17	Available Balance	\$ 581,269.32

REVENUE ITEMS FOR SEP

Light & Power Sold – 8,723,006 kWh	\$1,095,215.35
Street Lighting Revenue 73,750 kWh	24,754.09
Water Sold – 33,846,895 Gallons	139,211.91
Water Pumped 42,909,640 Gallons; Power Used 100,870 kWh	<u>11,257.87</u>
	\$1,270,439.22

NEW BUSINESS

DEMONSTRATION OF NEW WEBSITE

Administrative Assistant, Wendy Mueller gave a short demonstration of the new utility website that went live on October 9. The new site gives the utility the opportunity to better serve the large segment of customers that look for information on the internet. The new site was revamped with the focus on organization, readability, visual appeal, and updated content. In addition, mobile functions for the site are geared toward customer functionality.

WPPI PRESENTATION FROM MIKE PETERS, CEO

Mike Peters provided an update on the state of WPPI Energy to the Commissioners. Power Supply planning, costs, as well as service offerings and the strategic direction of the organization were discussed with the commissioners.

ANNUAL COMMISSION ORGANIZATIONAL MEETING; AND ACTION THEREON

On motion of Joe Dorr, seconded by David Pagel, Blaine Hilgendorf was elected President for the year beginning October 16, 2017 and ending October 15, 2018. Motion carried.

On motion of Jim Coutts, seconded by Joe Dorr, Andy Moss was elected Vice President for the year beginning October 16, 2017 and ending October 15, 2018. Motion carried.

On motion of Joe Dorr, seconded by Patricia Thome, Jim Coutts was elected Secretary for the year beginning October 16, 2017 and ending October 15, 2018. Motion carried.

On motion of Patricia Thome, seconded by Tim Larson, Baker Tilly Virchow Krause, LLP was appointed as the auditor for the year October 16, 2017 and ending October 15, 2018. Motion carried.

On motion of Jim Coutts, seconded by Patricia Thome, BMO-Harris Bank, Commerce State Bank, U.S. Bank, Bank Mutual, Port Washington State Bank, Chase Bank, Cornerstone Community Bank, Wells Fargo, First Bank (DBA Partnership Community Bank), American Depository Management Company, and State of Wisconsin Investment Pool were named depositories for the ensuing year. Motion carried.

On motion of Joe Dorr, seconded by Tim Larson, Dale Lythjohan was appointed Manager of Public Utilities for the year October 16, 2017 and ending October 15, 2018. Motion carried.

On motion of Jim Coutts, seconded by Tim Larson, Andy Moss was appointed as Alternate Representative to the Board of Wisconsin Public Power Incorporated. Motion carried. (The General Manager is automatically designated as the Primary Representative.)

On motion of Patricia Thome, seconded by Joe Dorr, the News Graphic was approved as the official newspaper for the Cedarburg Light & Water Commission for the ensuing year. Motion carried.

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.

Wildlife has caused a couple outages at the Cedarburg South Substation recently. Management met with representatives from ATC last week and have a tentative plan and commitment from ATC to move the osprey nest to another ATC structure 2-spans east. The current nest location will be modified to eliminate the building of a nest in the future. This work will be completed before the osprey return in the spring.

The Community Branding committee has chosen a firm from Franklin, TN (Chandler Thinks) to do Cedarburg's branding study. The kick-off week will be in early December.

Electric Service Outages:

- 2017: 15
- 2016 Year end total: 18
- 2015 Year end total: 13
- 2014 Year end total: 13
- 2013 Year end total: 19

Total water pumpage for the month of September

- 2017 = 40,512,380
- 2016 = 35,282,780
- 2015 = 35,410,010

The 1st utility sponsored landlord breakfast is scheduled to take place October 18 at the Ozaukee Pavilion. L&W staff will discuss tenant billing/payment/collection processes, and Focus on Energy representatives will be on hand to present Multi-Family Energy Conservation programs and money saving incentives.

Greg Spehr joined the Meter Reading team on October 12th. Greg is retired from the IT industry and was looking for active part-time work. Greg will be assisting with the completion of the AMI electric meter exchanges.

APPROVAL OF BILLS

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

ADJOURN TO CLOSED SESSION

On a motion by Patricia Thome, seconded by Tim Larson, the meeting adjourned to closed session at 8:39 p.m. pursuant to State Statute 19.85 (1)(g) to confer with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved,

specifically regarding Well #4. The meeting will not reconvene to open session. Motion carried.

On a motion by Andy Moss, seconded by Tim Larson, the meeting adjourned at 8:47 p.m. Motion carried.