

## CEDARBURG LIGHT & WATER COMMISSION

August 15, 2022

The regular monthly meeting of the Cedarburg Light & Water Commission was held on Monday, August 15, 2022 at 6:00 p.m. at the utility office.

Call to order by President Blaine Hilgendorf

Roll Call: Present – Joseph Dorr, Blaine Hilgendorf, Tim Larson, Andy Moss, David Pagel, Paul Radtke, City Council Member Patricia Thome  
Also Present – General Manager Dale Lythjohan, 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 June 20, 2022 were read and approved on a motion by Patricia Thome, seconded by Joe Dorr. Motion carried.

### VOUCHER SUMMARY FOR JUNE

Accounts Payable, ACH, & Wire Transfers	\$1,295,145.00
Payroll	<u>79,753.00</u>
Total Vouchers	\$ 1,374,898.00

### BANK BALANCE FOR JUNE

6/1/22 Balance Available	\$ 32,025.84
+ Deposits	2,291,302.81
- Checks and Other Debits	<u>1,712,076.34</u>
6/30/22 Available Balance	\$ 611,252.31

### REVENUE ITEMS FOR JUNE

kWh Sold – 9,330,552	\$ 1,263,051.41
Water Sold 33,246,656 Gallons	<u>157,212.99</u>
	\$ 1,420,264.40

Water Pumped 40,252,260 Gallons  
Power Purchased – 9,598,632 kWh

#### VOUCHER SUMMARY FOR JULY

Accounts Payable, ACH, & Wire Transfers	\$1,326,110.00
Payroll	<u>82,552.00</u>
Total Vouchers	\$ 1,408,662.00

#### BANK BALANCE FOR JULY

7/1/22 Balance Available	\$ 611,252.31
+ Deposits	1,721,214.82
- Checks and Other Debits	<u>2,128,071.82</u>
7/31/22 Available Balance	\$ 204,395.31

#### REVENUE ITEMS FOR JULY

kWh Sold –10,395,566	\$ 1,420,525.93
Water Sold 36,882,573 Gallons	<u>168,569.37</u>
	\$ 1,589,095.30

Water Pumped 43,486,700 Gallons  
Power Purchased – 10,702,275 kWh

#### NEW BUSINESS

#### GM SEARCH COMMITTEE UPDATE

The Search Committee provided an update of the committee activities over the past two months. The committee reported that it has a recommended candidate for commission review. The commission asked a questions of the committee, and potential compensation discussions were deferred to the planned closed session.

#### CITY COUNCIL, MANAGER AND DEPARTMENT REPORTS

The Manager & Department Reports were provided to the commissioners in advance of the meeting. The full reports can be reviewed in the electronic commission packet.

#### **Electric Update:**

- Outages
  - 2022 Electric Service Outages to date: 12
  - 2021 year-end total → 14
  - 2020 year-end total → 12
  - 2019 year-end total → 20
  - 2018 year-end total → 11

#### **Water Update:**

- The quarterly dead-end hydrant flushing was completed in early August. No issues were noted, and the system operated as designed with the new tower and booster station.

- The third-quarter compliance sampling for the water sources was completed in July. This included VOC (Volatile Organic Compound) samples from the wells, as well as Haloacetic Acid and TTHM (Trihalomethane) samples from the distribution system.
- The lead service replacement program is progressing. Joski Sewer Services has been working on Bridge Rd and Jefferson Ave, completing four to six services per day. Joski should be completing the services in their contract by mid-September, and it is projected that approximately \$100,000 will remain of the original \$600,000 grant. Management is working through potential plans to complete an additional 30 to 40 services in the fall.
- July Water Pumpage
  - 2022 = 43,486,700
  - 2021 = 46,872,670
  - 2020 = 47,031,770

#### **Office Update:**

- The utility made a \$5,000 contribution to the Jim Coutts Memorial.
- The Wisconsin Compensation Rating Bureau (WCRB) has calculated our experience modification factor at .84. The new modification factor will be applied to our Worker's Compensation premiums effective 01/01/2023 to 01/01/2024.

Experience rating is a way to tailor the cost of worker's compensation insurance to reflect the risk of each individual business. The WCRB does this by using the last three years of loss experience to forecast future worker's compensation losses. The plan compares L&W's experience with the experience that is expected for employers engaged in businesses like ours. Effectively, we are being rated against our industry's average benchmark for compensation claims, which is always a flat rate of 1.0.

This gives CL&W the opportunity to have an impact on the final cost of our worker's compensation insurance by controlling workplace hazards and emphasizing safety. A look at our most recent rating history shows that L&W employees have been working about 15-20% safer than others in our industry for the past 5 years:

- 2023 - .84
- 2022 - .83
- 2021 - .81
- 2020 - .82
- 2019 - .84
- 2018 - 1.16
- 2017 - 1.14

- CL&W was spotlighted in the Chamber Minute Video, presented by Zuern Building Products & Design. The video was professionally produced by chamber member, Gifford Video, and features a few familiar faces from the utility. Thank you to Zuern, the Chamber, and utility staff for their part in show-casing our utility!
- The water rate application is almost complete, and it will be submitted to the PSC in August.

### **Energy Service Manager Update:**

- Welcome Back Pack: ESM is contacting school principals asking for permission to provide their educators teaching science disciplines with a “Welcome Back Pack” containing fun promotional items along with information on the great services we provide. Our goal is to establish a stronger bond with teachers by giving them tools, resources, and financial assistance to aid in their classroom instruction.
- Focus on Energy Program Evaluation: The 2021 evaluation of the Focus on Energy Program is now available at [focusonenergy.com/evaluation-reports](https://focusonenergy.com/evaluation-reports). The Program’s independent evaluator, Cadmus, reviews the program in three areas – impact on energy consumption, participant satisfaction, and cost-effectiveness. The 2021 evaluation reported that Focus activities resulted in an annual savings of 451 million kilowatt hours of electricity. Participant satisfaction scored a 9.5 on a 10-point scale, and the Program delivered over four times more benefits than it costs.
- Current Program Summary:
  - Smart Thermostat Incentive: Up to \$75 bill credit for a qualifying smart thermostat.
  - Home Energy Assessment Incentive: 50% up to \$200 applied to a home energy assessment.
  - EV Charging Pilot: \$8 / month cash back incentive for charging between the hours of 11:00 pm to 7:00 AM M-F. Closed to new participants.
  - Virtual Commissioning for Schools: Cedarburg School District participating.
  - Smarter Energy Home: Now on CL&W website.

### **APPROVAL OF BILLS**

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

### ADJOURN TO CLOSED SESSION

A motion was made by Patricia Thome, seconded by Tim Larson, to adjourn to closed session pursuant to Wis. Stats. 19.85 (1) (c) to consider employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility; specifically regarding compensation for new General Manager candidate, and to consider transition agreement with the current General Manager.

### RECONVENE TO OPEN SESSION

A motion was made by Joe Dorr, seconded by Paul Radtke, to reconvene to open session at 7:40 p.m. Motion carried.

### CONSIDER ITEMS DISCUSSED IN CLOSED SESSION

A motion was made by Paul Radtke, seconded by Tim Larson to approve the terms of employment for the incoming general manager as discussed in closed session. Motion carried. The General Manager was directed to have the Levy Law firm draft an employment contract per these terms for the candidate and Commission President signatures.

A motion was made by Patricia Thome, seconded by Joe Dorr to approve the terms of the current general manager's transitionary employment agreement. Motion carried. The General Manager will ask the Levy Law firm to draft the final agreement for Commission approval in September.

### ADJOURN

A motion was made by Joe Dorr, seconded by Tim Larson, to adjourn at 7:45 p.m. Motion carried.