

April 20, 2020

Commission President, James Krueger, called the regular meeting (held via teleconference) of the Reedsburg Utility Commission to order on Monday, April 20, 2020 at 4:01 P.M.

Roll Call of Commissioners Present:

James Krueger, President/Citizen Member
Amy Reine, Secretary/Citizen Member
David Moon, City Council Member

Mike Gargano, City Council Member
Mike Glick, Citizen Member

Others Present:

Brett Schuppner, General Manager
Jon Craker, Water Supervisor
Dennis Horkan, Electric Supervisor
Tara Leege, Sales and Marketing

Terri Gher, Accounting Manager
Ken Las, Communications Supervisor
Jen Powell, Accounting Assistant

Approve Agenda:

Motion made by Mike Glick, seconded by Mike Gargano, to approve the agenda. All Commissioners present voted “aye” (5-0). Motion carried.

Public Comment:

None.

Safety & Training Updates:

None.

Approve Minutes:

Motion made by David Moon, seconded by Mike Glick, to approve the minutes and place them on file. All Commissioners present voted “aye” (5-0). Motion carried.

Financial Update:

- a) Motion made by Amy Reine, seconded by Mike Glick, to approve the treasurer’s report and the financial reports. All Commissioners present voted “aye” (5-0). Motion carried.
- b) Motion made by Mike Gargano, seconded by David Moon, to approve: payments paid since the last meeting of \$1,549,232.86; less already approved WPPI power bill & street light loan payment of \$1,298,553.68; payment net payroll/labor totals of \$201,903.11 for a total paid before the meeting of \$452,582.29. Unpaid checks on the Cash Commitment Report for \$431,562.81; less miscellaneous credits applied to invoices from vendors (\$15,261.50); wire to ATC for Voluntary Addl Capital for \$14,439.00; wire to WPPI for power bill and street light loan payment for \$1,307,585.04;. Total checks unpaid before the meeting of \$1,738,325.35. Total disbursements paid of \$2,190,907.64. Upon roll being called all Commissioners present voted “aye” (4-0-1) with James Krueger abstaining. Motion carried.

Consider Credit Card and Electronic Check Convenience Fees for Utility Payments:

Brett updated the Commissioners on the Utility's credit card processor change from NCR Payment Solutions to Paymentus Corporation.

Human Resources Update-Open Positions/Hiring:

The Receptionist job opening will be posted at a later date. The Sales and Marketing position is still open and on hold. Matthew Massari accepted the Fiber General Laborer position. There is one more opening for a Fiber Outside Plant Technician position.

COVID-19 Operations Update:

The Commissioners reviewed the actions the Utility had taken in regards to COVID-19.

Water Department Update:

Jon Craker, Water Supervisor, reviewed the water department updates with the Commission.

Telecom Department Update:

Ken Las, Communications Supervisor, reviewed the fiber department updates with the Commission.

Marketing Update:

Ken Las, Communications Supervisor, reviewed the marketing updates with the Commission.

Electric Department Update:

Dennis Horkan, Electric Supervisor, reviewed the electric department updates with the Commission.

Commission Concerns:

None presented.

Adjourn Meeting:

Motion made by Mike Glick, seconded by Amy Reine, to adjourn the meeting at 4:46 P.M. All Commissioners present voted "aye" (5-0). Motion carried.

Amy Reine, Commission Secretary