

September 16, 2019

Commission President James Krueger called the regular meeting of the Reedsburg Utility Commission to order on Monday September 16, 2019 at 4:00 P.M.

Roll Call of Commissioners Present:

James Krueger, President
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
Ken Las, Communications Supervisor
Terri Gher, Accounting Manager
Jen Powell, Accounting Assistant
Bonnie Dix, Accounting Assistant

Dennis Horkan, Electric Supervisor
Jon Craker, Water Supervisor
Tara Leege, Sales & Marketing
Anna Stieve, WPPI

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 Comments: None.

Safety & Training Updates: None.

Approve Minutes:

Motion made by David Moon, seconded by Amy Reine, to approve the minutes from the prior meeting. All Commissioners present voted “aye” (5-0). Motion carried.

Consider Applications for Energy Efficiency Grants for Non-Profits:

Motion made by David Moon, seconded by Mike Gargano, to award Applicant 2, which had the most projected energy savings and highest matching funds, the Energy Efficiency Grant in the amount of \$2,500.00. Upon roll being called Commissioners present voted “aye” (5-0). Motion carried.

(The applications were presented anonymously to the Commission. After the motion was approved, Applicant 2 was identified as Faith Evangelical Lutheran Church.)

Financial Update:

- a) Motion made by Mike Gargano, 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 Amy Reine, seconded by Mike Glick, to approve: Payments paid since the last meeting of \$1,973,985.69; less already approved WPPI Power Bill & St Light payment of \$1,831,560.17; net payroll/labor totals of \$129,348.91 for a total paid before the meeting of \$271,774.43. Unpaid checks on the Cash Commitment Report for \$611,205.08; miscellaneous credits applied to invoices from vendors \$11,383.53; wire to WPPI for power

bill and street light loan payment for \$1,848,785.01; payment to Seera for Focus on Energy fee for \$3,918.96. Total checks unpaid before the meeting of \$2,452,525.52. Total disbursements paid of \$2,724,299.95. Upon roll being called Commissioners present voted “aye” (4-0-1) with Jim Krueger abstaining. Motion carried.

- c) Motion made by David Moon, seconded by Mike Glick, to amend the previous action of charging a 2.1% convenience fee on all utility (electric, water, sewer) customer credit card payments, and approving the revision of no longer absorbing the credit/debit card and e-check transaction fees for utility payments and having these transaction fees paid by the customer/payer directly to the payment processor. Upon roll being called Commissioners present voted “aye” (5-0). Motion carried.

Human Resources Update: None.

Marketing Dept. Update:

- a) Marketing Initiatives – Tara Leege, reviewed marketing activities and upcoming promotions.

Electric Dept. Update:

- a) Supervisor’s Report – Dennis Horkan, Electric Supervisor, reviewed the Electric Department updates with the Commission.

Water Dept. Update:

- a) Supervisor’s Report – Jon Craker, Water Supervisor, reviewed the Water Department updates with the Commission.

Telecom Dept. Update:

- a) Department Report - Ken Las, Communications Supervisor, reviewed the Communications Department updates with the Commission.

Review of Draft 2020 Electric and Water Budget:

Commissioners reviewed the 2020 Electric and Water draft budget.

Commission Concerns: None.

Closed Session per WisStats 19.85 (1) (e):

- a) Motion made by Amy Reine, seconded by David Moon, to move into Closed Session for competitive reasons to review draft 2020 LightSpeed budget. All Commissioners present voted “aye” (5-0). Motion carried.

The meeting adjourned in closed session with no action taken.

Adjourn Meeting:

Motion made by Amy Reine, seconded by Mike Gargano, to adjourn the meeting at 5:28 P.M. All Commissioners present voted “aye” (5-0). Motion carried.