

May 17, 2021

Commission President, James Krueger, called the regular meeting of the Reedsburg Utility Commission to order on Monday, May 17, 2021 at 4:02 P.M.

Roll Call of Commissioners Present:

James Krueger, President/Citizen Member
Amy Reine, Secretary/Citizen Member
Missy Frenz, City Council Member

Mike Glick, Citizen Member
Mike Gargano, City Council Member

Others Present:

Brett Schuppner, General Manager
Jon Craker, Water Supervisor
Ken Las, Communications Supervisor
Jen Powell, Accounting Assistant
Teri Ruhland, Accounts Specialist

Dennis Horkan, Electric Supervisor
Terri Gher, Accounting Manager
Tara Leege, Sales & Marketing
Adam Favia, Sales & Marketing
Steve Stolte, Communications Tech

Approve Agenda:

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

Public Comment:

None.

Employee Service Recognition:

The Commissioners recognized Steve Stolte, Communications Technician, for his 15 years of service to Reedsburg Utility/ LightSpeed and its customers.

Safety & Training Updates:

None.

Approve Minutes:

Motion made by Mike Glick, seconded by Mike Gargano, 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 Glick, seconded by Mike Gargano to approve: payments paid since the last meeting of \$2,012,625.18; less already approved WPPI power bill & street light loan payment of (\$1,329,794.39); less already approved Assoc. Trust water bonds payment of (\$70,507.50); net payroll/labor totals of \$171,767.25; for a total paid before the meeting of \$784,090.54. Unpaid checks on the Cash Commitment Report for \$619,245.08 less

miscellaneous credits applied to invoices from vendors (\$330.33); Estimated NCTC payment of \$88,732.56; wire to WPPI for power bill and street light loan payment for \$1,244,937.17; total checks unpaid before the meeting of \$1,952,584.48. Total disbursements paid of \$2,736,675.02. Upon roll being called all Commissioners present voted “aye” (5-0). Motion carried.

- c) Motion made by Mike Gargano, seconded by Amy Reine, to approve the 2015 through 2017 Utility aged arrears write-offs for 2021 in the total amount of \$8,332.03. All Commissioners present voted “aye” (5-0). Motion carried.
- d) Motion made by Mike Gargano, seconded by Mike Glick, to designate amounts in the Deprecation Fund accounts in excess of the required balance as unrestricted repair and replacement funds. All Commissioners present voted “aye” (5-0). Motion carried.

Human Resources:

Brandon Gehri accepted the Communications Installer position and transferred from Meter Reader on May 10, 2021. One Outside Fiber Tech resigned, three more applicants were offered the Outside Fiber Tech position, with the job posting remaining open for a few more hires.

Collections and Disconnections Update:

The first Electric disconnects took place this month since October 2019.

Electric Department:

- a) Dennis Horkan, Electric Supervisor, reviewed the electric department updates with the Commission.
- b) Motion made by Amy Reine, seconded by Mike Gargano, to approve the Renewable Energy Rider (Choose Renewable) revisions. All Commissioners present voted “aye” (5-0). Motion carried.

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:

Tara Leege, Sales and Marketing Representative, reviewed the marketing updates with the Commission.

Commission Concerns:

None

Adjourn Meeting:

Motion made by Mike Glick, seconded by Amy Reine, to adjourn the meeting at 5:07 P.M. All Commissioners present voted “aye” (5-0). Motion carried.