

February 15, 2021

Commission President, James Krueger, called the regular meeting of the Reedsburg Utility Commission to order on Monday, February 15, 2021 at 4:00 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- Absent

Others Present:

Brett Schuppner, General Manager
Jon Craker, Water Supervisor
Ken Las, Communications Supervisor
Jen Powell, Accounting Assistant
Dave Ruhland, Local Channels Coordinator
Teri Ruhland, Account Specialist

Dennis Horkan, Electric Supervisor
Terri Gher, Accounting Manager
Tara Leege, Sales & Marketing
Bonnie Dix, Accounting Assistant
Adam Favia, Sales & Marketing

Approve Agenda:

Motion made by Amy Reine, seconded by David Moon, to approve the agenda. All Commissioners present voted “aye” (4-0). Motion carried.

Public Comment: None.

Safety & Training Updates: CVMIC system training will be in March.

Approve Minutes:

Motion made by Mike Gargano, seconded by Amy Reine, to approve the minutes and place them on file. All Commissioners present voted “aye” (4-0). Motion carried.

Financial Update:

- a) Motion made by Mike Gargano, seconded by David Moon, to approve the treasurer’s report and the financial reports. All Commissioners present voted “aye” (4-0). Motion carried.
- b) Motion made by Mike Gargano, seconded by Amy Reine, to approve: payments paid since the last meeting of \$1,587,808.23; less already approved WPPI power bill & street light loan payment of (\$1,386,622.69); net payroll/labor totals of \$143,742.43; for a total paid before the meeting of \$344,927.97. Unpaid checks on the Cash Commitment Report for \$814,006.10; NCTC programming ach payment of \$89,596.07; wire to WPPI for power bill and street light loan payment for \$1,340,531.02; total checks unpaid before the meeting of \$2,244,133.19. Total disbursements paid of \$2,589,061.16. Upon roll being called all Commissioners present voted “aye” with Jim Krueger abstaining (3-0-1). Motion carried.
- c) Motion made by Mike Gargano, seconded by David Moon, to approve the 2021 Vehicle and Equipment Charge Rates as presented. All Commissioners present voted “aye” (4-0). Motion carried.

Human Resources:

- a) Tim Deakin, electric lineman, retired February 5, 2021 after 30 years of service to Reedsburg Utility Commission and its customers.

Currently accepting applications for Electric Line Worker, Fiber Construction Techs, Technician, and Installer.

- b) Motion made by Amy Reine, seconded by Mike Gargano, to approve the updated Chain of Command Flowchart as presented. All Commissioners present voted “aye” (4-0). Motion carried.
- c) Motion made by Mike Gargano, seconded by Amy Reine, to approve the updated Electric Line Worker job description as presented. All Commissioners present voted “aye” (4-0). Motion carried.

Consider disconnections and Deferred Payment Arrangements (DPAs) for tenants:

Motion made by Mike Gargano, seconded by Amy Reine, to approve a temporary lift of DPAs service rules (Schedule X-2, Section 201.3) effective through July 2021 due to PSC COVID-19 disconnection restrictions. All Commissioners present voted “aye” (4-0). Motion carried.

Marketing Update:

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

Electric Department:

- a) Dennis Horkan, Electric Supervisor, reviewed the electric department updates with the Commission.
- b) Motion made by Mike Gargano, seconded by Amy Reine, to approve the updated new load market pricing (NLMP) tariff as presented. All Commissioners present voted “aye” (4-0). Motion carried.
- c) Motion made by Mike Gargano, seconded by David Moon, to approve the purchase of a 2021 Bobcat Compact Track Loader T66 T4 with Bucket, Fork Frame, Fork Teeth, and Hitch Attachments for \$47,900.00 from Mid-State Group. Upon roll being called, all Commissioners present voted “aye” (4-0). Motion carried.
- d) Motion made by Mike Gargano, seconded by David Moon, to approve the purchase of a 2021 Bobcat Compact Excavator E32 R-Series with Hydraulic Clamp, 12” and 24” buckets for \$33,780.00 from Mid-State Group. Upon roll being called, all Commissioners present voted “aye” (4-0). Motion carried.

Water Department Update:

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

Telecom Department Update:

- a) Ken Las, Communications Supervisor, reviewed the fiber department updates with the Commission.
- b) Dave Ruhland, Local Channels Coordinator, reviewed his January invoice and revenues with the Commission.

Commission Concerns: None.

Adjourn Meeting:

Motion made by David Moon, seconded by Mike Gargano, to adjourn the meeting at 5:30 P.M. All Commissioners present voted “aye” (4-0). Motion carried.

Amy Reine, Commission Secretary