

March 15, 2021

Commission President, James Krueger, called the regular meeting of the Reedsburg Utility Commission to order on Monday, March 15, 2021 at 4:02 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
Chuck Setter, Water Foreman
Ken Las, Communications Supervisor
Jen Powell, Accounting Assistant
Dave Ruhland, Local Channels Coordinator

Scott Waffle, Electric Foreman
Terri Gher, Accounting Manager
Tara Leege, Sales & Marketing
Bonnie Dix, Accounting Assistant
Adam Favia, Sales & Marketing

Approve Agenda:

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

Public Comment:

None.

Safety & Training Updates:

Telecom Department’s Outside Plant Technicians had a day of safety and training courses through CVMIC. Inside Plant Technicians safety and training day will be scheduled soon.

Approve Minutes:

Motion made by David Moon, 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 Mike Gargano, seconded by Amy Reine, 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 Mike Glick, to approve: payments paid since the last meeting of \$2,665,301.69; less already approved WPPI power bill & street light loan payment of (\$1,340,531.02); net payroll/labor totals of \$153,373.37; for a total paid before the meeting of \$1,478,144.04. Unpaid checks on the Cash Commitment Report for \$1,014,502.80; less miscellaneous credits applied to invoices from vendors (\$240.24); NCTC programming ach payment of \$89,011.83; wire to WPPI for power bill and street light loan payment for \$1,252,899.52; total checks unpaid before the meeting of \$2,356,173.91. Total disbursements

paid of \$3,834,317.95. Upon roll being called all Commissioners present voted “aye” with Jim Krueger abstaining (4-0-1). Motion carried.

- c) Motion made by Mike Gargano, seconded by Amy Reine, to approve the 2021 Utility aged arrears write-offs for the total amount of \$13,001.60. All Commissioners present voted “aye” (5-0). Motion carried.

Human Resources:

Kyran Horkan, accepted the Electric Line Worker position. Terry Vollbrecht and Kaden Hericks accepted Fiber Outside Plant Tech positions. All three will be starting March 29th. Additional offers of employment were made for fiber crew and are pending results from Worksite Wellness. Positions are still open for a telecom installer/technician and fiber construction crew.

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.

Electric Department:

- a) Scott Waffle, Electric Foreman, reviewed the electric department updates with the Commission.
- b) Motion made by Mike Glick, seconded by Amy Reine, to accept the bids and approve the purchase from American Fence Company for the Webb Substation perimeter fence and gates for \$18,880.00. Upon roll being called, all Commissioners present voted “aye” (5-0). Motion carried.
- c) Motion made by Mike Gargano, seconded by David Moon, to accept the bids and approve the purchase from Diamond Concrete Construction for the Webb Substation concrete foundations. Upon roll being called, all Commissioners present voted “aye” (5-0). Motion carried.
- d) Motion made by Mike Gargano, seconded by Mike Glick, to approve the Shared Savings loan to RAMC in the amount of \$30,614.00 loan term of 5 years at 2% interest. Upon roll being called, all Commissioners present voted “aye” (5-0). Motion carried.

Water Department Update:

- a) Chuck Setter, Water Foreman, reviewed the water department updates with the Commission.
- b) Motion made by Mike Glick, seconded by Amy Reine, to award the 8th Street & N. Dewey project contract to J&J Underground in the amount of \$357,710.00, and authorize the General Manager and Water Supervisor to execute the contracts. Upon roll being call all Commissioners present voted “aye” (5-0). Motion carried.
- c) Motion made by Mike Gargano, seconded by Mike Glick, to award the South Golf Course Road Utility project contract to A-1 Excavating in the amount of \$237,237.00 which includes the City of Reedsburg portion, and authorize the General Manager and Water Supervisor to execute the contracts. Upon roll being call all Commissioners present voted “aye” (5-0). Motion carried.

Commission Concerns:

None.

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

Motion made by Mike Glick, seconded by Amy Reine, to move into Closed Session for

competitive reasons to consider LightSpeed services and rates. All Commissioners present voted “aye” (5-0). Motion Carried.

Motion made by David Moon, seconded by Mike Glick, to reconvene in Open Session. All Commissioners present voted “aye” (5-0). Motion Carried

Motion made by Mike Gargano, seconded by David Moon, to approve the LightSpeed Residential and Business 10 Gbps Internet services and rates, and managed WiFi services as discussed. Upon roll being called all Commissioners present voted “aye” (5-0). Motion Carried

Adjourn Meeting:

Motion made by Mike Glick, seconded by David Moon, to adjourn the meeting at 5:23 P.M. All Commissioners present voted “aye” (5-0). Motion carried.

Amy Reine, Commission Secretary