MARSHFIELD UTILITIES, A MUNICIPAL UTILITY
MARSHFIELD UTILITY COMMISSION
May 14, 2012

COMMISSION MEETING MINUTES

A regular meeting of the Marshfield Utility Commission was called to order by President Harry Nienaber at 4:00 pm on May 14, 2012 in the downstairs meeting room of the utility office. Present were Commissioners Harry Nienaber, Wayne Johnson, Patrick Ott, Mike Eberl, and John Schneider. Also present were Alderperson Russ Stauber, attorney John Adam Kruse, and the Utility staff. Absent was Alderperson Gary Cummings.

- During Citizens' comments the Utility Manager introduced the new Assistant Office Manager, Patti Van de Loo, to the Commisison.
- A 5-year service award was presented to Holly Jankovitz.

UC/12-29 Motion by Ott, seconded by Eberl, to dispense with reading the minutes of the previous meetings and accept them as submitted. All ayes, motion carried.

UC/12-30 Motion by Ott, seconded by Schneider, to approve payroll for April in the amount of $216,326.26 and general bills for April in the amount of $4,201,447.63. All ayes, motion carried.

UC/12-31 Motion by Eberl, seconded by Ott, to approve the following job order(s):
JO #17621 Clayton Weister, Mill Creek Business Park, replace switch cabinet and related hardware, conductors, and cabinet basement $83,403 ($83,403 deposit)
JO #5641 Replace 6" valve Upham & Fig $5,789.64
All ayes, motion carried.

March 2012 Financial Statement Notes

Electric Utility

- Net income was $248 thousand for the month, with a net income of $68 thousand year-to-date.
- Net operating income was $389 thousand for the month. Year-to-date net operating income was $691 thousand, compared to budgeted net operating income of $302 thousand.
- After removing the effects of the PCAC timing, March showed a net operating income of $239 thousand, with a year-to-date net operating income of $630 thousand.
- Operating expenses for the month included WRS refunding bond payment to the City for $68 thousand.
- March consumption was up .64% from March 2011, with year-to-date consumption down 2.30%. Year-to-date energy losses were -1.00%, compared to prior year losses of -1.12%.

Water Utility

- Net loss was $12 thousand for March and net income of $40 thousand year-to-date.
- Net operating income was $10 thousand for the month, compared to budgeted net operating loss of $23 thousand. Year-to-date net operating income was $106 thousand, compared to budgeted net operating income of $7 thousand.
- A number of large operating expenses were recorded for the month, including $19 thousand for relocating valve actuators at the water treatment plant, WRS refunding bond payment to the City for $35 thousand, and well rehabilitation for two wells for $30 thousand.
- March consumption was down .39% from March 2011, with year-to-date consumption down 2.31%. Year-to-date water losses were 5.41%, compared to prior year losses of 8.49%.

Communication Utility

- Net income was $11,801 for the month, compared to budgeted net income of $9,865. March year-to-date net income was $32,679, compared to budgeted net income of $27,098.

UC/12-32 Motion by Johnson, seconded by Ott, to receive and place on file department reports. All ayes, motion carried.

- The Utility Manager reviewed major projects including: EPA M1 waiver, flushing water mains, three-phase line, and IT position.

- The Utility Manager and Water Superintendent discussed the ATT Water Tower Antenna Lease and recommended approval.

UC/12-33 Motion by Ott, seconded by Eberl, to approve the ATT Water Tower Antenna Lease. All ayes, motion carried.

- The Utility Manager discussed the dividend and dividend policy. The Utility Manager recommended replacing the existing policy with one providing a dividend of 50% of the dividend payment received from ATC annually. The Commission asked the Utility Manager to draft a more concrete policy and bring to the June meeting.

- The Commission set a date of July 19th at 4:00 for review of the Strategic Plan.

- The Utility Manager discussed the generator emergency maintenance fund. The Commission asked the Utility Manager to draft a written policy for their review at the June meeting.

UC/12-34 Motion by Ott, seconded by Schneider, to go into closed session per Wisconsin State Statutes 19.85(1)(c) considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility for the purpose of discussing Assistant Utility Manager.

Closed session per Wisconsin State Statues 19.85(1)(e) deliberating or negotiating the purchasing of public properties, the investing of public funds or conducting other specified public business, whenever competitive or bargaining reasons require a closed session for the purpose of discussing building purchase.

Roll call vote, all ayes, motion carried. Closed session at 4:55 p.m.

UC/12-35 Motion by Johnson, seconded by Ott, to go into open session. Roll call vote, all ayes, motion carried. Open session at 6:04 p.m.

UC/12-36 Motion by Eberl, seconded by Johnson, to adjourn. All ayes, motion carried. Meeting adjourned at 6:04 p.m.

Patrick Ott

Patrick Ott, Secretary