

**MARSHFIELD UTILITIES, A MUNICIPAL UTILITY
MARSHFIELD UTILITY COMMISSION
December 10, 2012**

COMMISSION MEETING MINUTES

A regular meeting of the Marshfield Utility Commission was called to order by President Wayne Johnson at 4:00 pm on December 10, 2012 in the downstairs meeting room of the utility office. Present were Commissioners Harry Nienaber, Wayne Johnson, Patrick Ott, Mike Eberl, and Aaron Pitzenger. Also present were Alderperson Robert Workinger and the Utility staff. Absent were Alderperson Russ Stauber and attorney John Adam Kruse.

- A 25-year service award was presented to Joe Pacovsky.
- A 20-year service award was presented to Diane Kanneberg.

UC/12-98 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.

- During discussion on bills and payroll, the Commission asked for more detail on the general bills statements. The Office Manager responded that he could include that information on future reports.

UC/12-99 Motion by Eberl, seconded by Nienaber, to approve payroll for November in the amount of \$327,744.67 and general bills for November in the amount of \$4,665,590.69. All ayes, motion carried.

UC/12-100 Motion by Ott, seconded by Nienaber, to approve the following job order(s):

JO#7443 Base equipment for AMI (Sensus) \$215,000.

JO#17587 Robin Rd north of USH 10, overhead rebuild \$76,004

All ayes, motion carried.

October 2012 Financial Statement Notes

Electric Utility

- Net income was \$118 thousand for the month, with a net income of \$1.416 million year-to-date.
- Net operating income was \$119 thousand for the month, compared to budgeted net operating income of \$124 thousand. Year-to-date net operating income was \$2.618 million, compared to budgeted net operating income of \$2.527 million.
- After adjusting for the PCAC timing, net operating income for the month was \$142 thousand.
- October consumption was up 2.00% from October 2011, with year-to-date consumption that was up 0.06%. Year-to-date energy losses were 1.73%, compared to prior year losses of 1.26%.

Water Utility

- Net income was \$49 thousand for October and \$672 thousand year-to-date.
- Net operating income was \$71 thousand for the month, compared to budgeted net operating income of \$61 thousand. Year-to-date net operating income was \$892 thousand, compared to budgeted net operating income of \$543 thousand.
- Overall October consumption was down 4.62% from October 2011, with year-to-date consumption that was up 0.99% from the prior year. With the exception of Interdepartmental, all classes of customers have decreased consumption for the month. Year-to-date water losses were 7.06%, compared to prior year losses of 4.87%.

Communication Utility

- Net income was \$11,574 for the month, compared to budgeted net income of \$9,795. Year-to-date net income was \$112,283, compared to budget net income of \$93,585.

UC/12-101 Motion by Nienaber, seconded by Ott, to receive and place on file department reports. All ayes, motion carried.

- Staff reviewed noteworthy projects including: joint trenching project, substation replacements, Onstad cable replacement, Strategic Plan, and water tower antenna
- The 2013 Capital Budget was reviewed.

UC/12-102 Motion by Ott, seconded by Eberl, to approve the 2013 Capital Budget. All ayes, motion carried.

- The 2013 Operations and Maintenance Budget was reviewed as was the 2013 Cash Flow Forecast.

UC/12-103 Motion by Ott, seconded by Pitzenberger, to approve the 2013 Operations and Maintenance Budget. All ayes, motion carried.

- Robert Workinger discussed the current Water and Light Commission Ordinance including information on board structure, parliamentary procedures, and Robert's Rules of Order.

UC/12-104 Motion by Nienaber, seconded by Pitzenberger, 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 labor negotiations, supervisory salary guidelines, and merit review of Energy and Water Conservation Coordinator, Utility Manager, Office Manager, Assistant Office Manager, Water Superintendent, Electric Operating Supervisor, Human Resources Manager, Administrative Coordinator, and Regulatory Compliance Coordinator.

Closed session per Wisconsin State Statutes 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.

Closed session per Wisconsin State Statutes 19.85(1)(g) conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved for the purpose of discussing PowerPay® trademark.

Roll call vote, all ayes, motion carried. Closed session at 4:51 p.m.

UC/12-105 Motion by Ott, seconded by Nienaber, to go into open session. Roll call vote, all ayes, motion carried. Open session at 5:56 p.m.

UC/12-106 Motion by Ott, seconded by Nienaber, to approve the hiring of Heather Young as the Regulatory Compliance Coordinator at a starting salary of \$56,130, effective January 7, 2013. Ott, Johnson, Nienaber, and Pitzenberger voted aye; Eberl voted nay, motion carried.

UC/12-107 Motion by Eberl, seconded by Ott, to adjourn. All ayes, motion carried. Meeting adjourned at 5:58 p.m.


Patrick Ott, Secretary