

**MARSHFIELD UTILITIES, A MUNICIPAL UTILITY
MARSHFIELD UTILITY COMMISSION
March 25, 2013**

COMMISSION MEETING MINUTES

A meeting of the Marshfield Utility Commission was called to order by President Wayne Johnson at 5:00 pm on March 25, 2013 in the downstairs meeting room of the utility office. Present were Commissioners Harry Nienaber, Wayne Johnson, Patrick Ott, Mike Eberl, and Aaron Pitzenberger. Also present were Alderperson Russ Stauber, Alderperson Robert Workinger, Mayor Meyer, and the Utility staff. Absent was attorney John Adam Kruse.

- The Utility Manager and Assistant Utility Manager reviewed the proposed new procedure for addressing exempt staff wage increases. The new procedure was compared to the City's current process. Discussion included step progression, mid-points, base wage scales, and merit adjustments. The Mayor also reviewed the City's current process and noted that the Council will be discussing possible changes as well.

Commissioner Harry Nienaber said he would make a motion to approve the new procedure. Commissioner Eberl asked to revise his motion to include wording changes (removal of average range adjustment), inclusion of an annual performance summary to be provided to the Commission at the same time they review scale adjustments, and six month reviews at 50% adjustment, with the other 50% adjustment to be given at one year.

UC/13-29 Motion by Nienaber, seconded by Eberl, to approve the amended procedure for addressing exempt staff wage increases. All ayes, motion carried.

UC/13-30 Motion by Pitzenberger, seconded by Nienaber, 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 Power Systems Engineer, Technical Services Manager, Civil Engineer, Assistant Utility Manager, and Electrical Engineer positions.

Roll call vote, all ayes, motion carried. Closed session at 5:57 p.m.

UC/13-31 Motion by Eberl, seconded by Ott, to go into open session. Roll call vote, all ayes, motion carried. Open session at 7:00 p.m.

UC/13-32 Motion by Eberl, seconded by Pitzenberger, to increase the annual salary of the Energy and Water Conservation Coordinator, Jim Benson, from \$50,282 to \$51,288 effective 7/29/12, the Office Manager, Kent Mueller from \$75,644 to \$77,323 effective 9/20/2012, the Assistant Office Manager, Patti Sternitzky from \$48,270 to \$49,689 effective 9/27/2012, the Water Superintendent, Dave Wasserburger, from \$87,495 to \$89,157 effective 10/14/12, the Electric Operating Supervisor, Greg Geiger, from \$77,578 to \$79,595 effective 12/17/12, the Human Resources Manager, Cathy Lotzer, from \$56,080 to \$58,379 effective 12/20/12, and the Administrative Coordinator, Faith Schmidt, from \$43,005 to \$43,736 effective 12/21/12. All ayes, motion carried.

UC/13-33 Motion by Nienaber, seconded by Ott, to adjourn. All ayes, motion carried. Meeting adjourned at 7:03 p.m.


Patrick Ott, Secretary