

**MARSHFIELD UTILITIES, A MUNICIPAL UTILITY  
MARSHFIELD UTILITY COMMISSION  
April 8, 2013**

**COMMISSION MEETING MINUTES**

A regular meeting of the Marshfield Utility Commission was called to order by President Wayne Johnson at 4:00 pm on April 8, 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 Robert Workinger, Alderperson Gordon Earll, and the Utility staff. Absent were Alderperson Russ Stauber and attorney John Adam Kruse.

**UC/13-34** Motion by Nienaber, seconded by Eberl, to dispense with reading the minutes of the two previous meetings and accept them as submitted. All ayes, motion carried.

**UC/13-35** Motion by Ott, seconded by Nienaber, to approve payroll for March in the amount of \$204,591.19 and general bills for March in the amount of \$2,701,221.24. All ayes, motion carried.

**UC/13-36** Motion by Eberl, seconded by Ott, to approve the following job order(s):  
JO 5661/6661 Replace 4200' of 6" and 8" water main with 8" water main, 5 hydrants, 20 valves and 35 services on S. Chestnut Avenue from 1<sup>st</sup> Street to 7<sup>th</sup> Street and side streets from Central Avenue to Chestnut Avenue. \$384,617.72

All ayes, motion carried.

**February 2013 Financial Statement Notes**

**Electric Utility**

- Net income was \$413 thousand for the month, with a net income of \$390 thousand year-to-date.
- Net operating income was \$555 thousand for the month. Year-to-date net operating income was \$673 thousand, compared to budgeted net operating income of \$748 thousand.
- After removing the effects of the PCAC timing, the net operating income was \$244 thousand for the month and \$572 thousand year-to-date.
- Operating expenses included \$13 thousand for diagnostic testing at various substations and \$37 thousand for installation of new mixing boxes with digital controls on the air handling system in the office building.
- February consumption was up 10.91% from February 2012, with year-to-date consumption up 2.24%. Year-to-date energy losses were -0.36%, compared to prior year losses of -1.49%.

**Water Utility**

- February recorded a net income of \$78 thousand, with a net income of \$121 thousand year-to-date.
- Net operating income was \$100 thousand for the month, compared to budgeted net operating income of \$65 thousand. Year-to-date net operating income was \$164 thousand, compared to budgeted net operating income of \$135 thousand.
- A water department backhoe was traded in for \$35 thousand which is reflected as a credit in the depreciation expense account.
- February consumption was up 3.38% from February 2012, with year-to-date consumption down 0.95%. Year-to-date water losses were 10.23%, compared to prior year losses of 2.63%.

**Communication Utility**

- Net income was \$10,459 for the month, compared to budgeted net income of \$10,162. Year-to-date net income was \$18,346, compared to budgeted net income of \$18,337.

**UC/13-37** Motion by Pitzenberger, seconded by Ott, to receive and place on file department reports. All ayes, motion carried.

- Staff reviewed noteworthy projects including: Tracey Bohn, Account Clerk II hired 4/8/13, fiber optic

developments with Roehl and ATC, MEUW Executive Director, Zachary Bloom

- The Utility Manager and Office Manager reviewed the current Investment Policy. The Commission was satisfied with the current policy.
- The Assistant Utility Manager reviewed the current employee residency policy. There was a proposal to revise the policy to include a 15 mile radius of the Utility. It was noted that the change would assist with recruitment and retention efforts. The Commission did not choose to take any action at this time. It was suggested the topic be brought back at another date.
- The Assistant Utility Manager reviewed 2013 Exempt Employee Salary Parameters. Recommendations from MRA included range adjustments of 1.9%, with a placement of 2.8% in the quintile merit system.

**UC/13-38** Motion by Nienaber, seconded by Eberl, to approve the recommended 2013 Exempt Employee Salary Parameters. All ayes, motion carried.

**UC/13-39** Motion by Pitzenberger, seconded by Ott, 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 Utility Manager and Power Systems Engineer and Technical Services Manager Positions.

Roll call vote, all ayes, motion carried. Closed session at 4:38 p.m.

**UC/13-40** Motion by Eberl, seconded by Nienaber, to go into open session. Roll call vote, all ayes, motion carried. Open session at 5:42 p.m.

**UC/13-41** Motion by Eberl, seconded by Nienaber, to approve the 2013 Craft Labor Contract. All ayes, motion carried.

**UC/13-42** Motion by Nienaber, seconded by Pitzenberger, to approve the 2013 Non-Craft Labor Contract. All ayes, motion carried.

**UC/13-43** Motion by Nienaber, seconded by Eberl, to increase the annual salary of the Utility Manager, Joe Pacovsky, from \$134,008 to \$138,028 effective 8/14/2012. All ayes, motion carried.

**UC/13-44** Motion by Pitzenberger, seconded by Ott, to adjourn. All ayes, motion carried. Meeting adjourned at 5:43 p.m.

  
Patrick Ott, Secretary