

**MARSHFIELD UTILITIES, A MUNICIPAL UTILITY
MARSHFIELD UTILITY COMMISSION**

June 10, 2013

COMMISSION MEETING MINUTES

A regular meeting of the Marshfield Utility Commission was called to order by Commission President Wayne Johnson at 4:00 pm on June 10, 2013 in the downstairs meeting room of the utility office. Present were Commissioners Harry Nienaber, Wayne Johnson, Mike Eberl, and Aaron Pitzenberger. Also present were Alderperson Robert Workinger and the Utility staff. Absent were Commissioner Pat Ott, Alderperson Russ Stauber, and attorney John Adam Kruse.

- During Citizens' Comments Bob Trussoni advised the Commission that a former employee, Jerry Tetzlaff, had passed away this weekend.
- Commissioner Pitzenberger inquired about an upcoming tour.
- Utility Manager, Joe Pacovsky stated that after more than 300 Commission Meetings, this would be his last. He is retiring as of July 5th.
- John Richmond, Civil Engineer, was introduced to the Commission.

- A 30-year service award was present to Cathy Lotzer.

UC/13-59 Motion by Nienaber, seconded by Pitzenberger, to dispense with reading the minutes of the previous meetings and accept them as submitted. All ayes, motion carried.

UC/13-60 Motion by Pitzenberger, seconded by Eberl, to approve payroll for May in the amount of \$307,068.03 and general bills for May in the amount of \$3,501,549.86. All ayes, motion carried.

UC/13-61 Motion by Pitzenberger, seconded by Nienaber, to approve the following job order(s):

JO #5666 Replace Hydrant at 4th & Vine \$5,128.62
JO #5667 Remove and replace hydrant at 4th & Cherry \$5,128.62
JO #5662 Water main extension Well #26 north & east of Galvin & McMillan \$21,046.14
JO #5664 Design and construct a 1.5 million gallon water tower \$1,800,000

All ayes, motion carried.

April 2013 Financial Statement Notes

Electric Utility

- Net income was \$185 thousand for the month, with a net income of \$390 thousand year-to-date.
- April's net operating income was \$190 thousand, and was \$125 thousand after adjusting for PCAC timing, compared to budgeted net operating income of \$185 thousand. Year-to-date net operating income was \$819 thousand, and \$940 thousand after adjusting for PCAC timing, compared to budgeted net operating income of \$1.128 million.
- Operating expenses included \$18 thousand for substation maintenance.
- The 2012 dividend payment totaling \$268,814 was sent to the City on April 12th, and it is shown under the Equity section of the Balance Sheet. The dividend payment for the previous year was \$258,168.
- The League of Wisconsin Municipalities Mutual Insurance, which provides our liability and workers compensation insurance, declared a dividend of over \$1.6 million for the 2012 policy year. Our portion of the dividend was \$9,405; \$6,489 of which was allocated to the electric utility.
- April consumption was up 8.88% from April 2012 with all classes showing an increase. Year-to-date consumption was up 2.14%. Year-to-date energy losses were 1.84%, compared to prior year losses of -0.79%.

Water Utility

- Net income was \$67 thousand for April, with a year-to-date net income of \$179 thousand.
- Net operating income was \$89 thousand for the month, compared to budgeted net operating income of \$72 thousand. Year-to-date net operating income was \$265 thousand, compared to budgeted net operating income of \$216 thousand.
- The water utility portion of the League of Wisconsin Municipalities Mutual Insurance dividend for the 2012 policy year was \$2,916.
- April consumption was down 2.46% from April 2012. Year-to-date consumption was down 1.38% from the prior year with industrial consumption up 11.72%. Year-to-date water losses were 12.52%, compared to prior year losses of 5.49%.

Communication Utility

- Net income was \$10,516 for the month, compared to budgeted net income of \$10,162. Year-to-date net income was \$39,493, compared to budget net income of \$38,660.

UC/13-62 Motion by Eberl, seconded by Pitzenberger, to receive and place on file department reports. All ayes, motion carried.

- The Assistant Utility Manager reviewed noteworthy projects including: a meeting with the City to discuss future building space needs, AMI letter delivery to begin change-out process of meters, and progress with AMI project.
- The Assistant Utility Manager and Utility Manager reviewed quintile parameters and recommended approval of a new approach to move staff up to mid-point at a faster pace. The Commission had concerns with the current quintile process and recommended a subcommittee be formed to discuss this process further. Commission President Johnson appointed Commissioner Pitzenberger and Commissioner Eberl to the subcommittee and asked them to report back to the Commission in a couple months.

UC/13-63 Motion by Pitzenberger, seconded by Eberl, 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 merit review of Assistant Utility Manager, recommended person to hire for Electrical Engineer position, and Utility Manager.

Roll call vote, all ayes, motion carried. Closed session at 4:33 p.m.

UC/13-64 Motion by Eberl, seconded by Nienaber, to go into open session. Roll call vote, all ayes, motion carried. Open session at 5:25 p.m.

UC/13-65 Motion by Eberl, seconded by Nienaber, to approve the salary increase of Bob Trussoni, Assistant Utility Manager, from \$108,062 to \$110,872 effective 3/17/13. All ayes, motion carried.

UC/13-66 Motion by Eberl, seconded by Nienaber, to approve Bob Trussoni as the Interim Utility Manager effective July 1, 2013 with a wage bonus of \$1,100 per month. All ayes, motion carried.

UC/13-67 Motion by Eberl, seconded by Nienaber, to accept the retirement notification from Joe Pacovsky, effective July 5, 2013. All ayes, motion carried.

UC/13-68 Motion by Eberl, seconded by Nienaber, to approve the hiring salary of \$57,195 for Nicolas Whipple, Electrical Engineer. All ayes, motion carried.

UC/13-69 Motion by Eberl, seconded by Nienaber, to adjourn. All ayes, motion carried. Meeting adjourned at p.m.

Joe Pacovsky, Acting Secretary