

**MARSHFIELD UTILITIES, A MUNICIPAL UTILITY
MARSHFIELD UTILITY COMMISSION
September 12, 2011**

COMMISSION MEETING MINUTES

A regular meeting of the Marshfield Utility Commission was called to order by President Harry Nienaber at 4:00 pm on September 12, 2011 in the downstairs meeting room of the utility office. Present were Commissioners Marvin Spletter, Harry Nienaber, Chris Jones, Wayne Johnson, and Patrick Ott. Also present were Alderperson Gary Cummings, the utility staff, Mayor Meyers, and City Administrator Barg. Absent were Alderperson Russ Stauber and attorney John Adam Kruse.

- During Citizens' Comments, Commissioner Spletter asked if the Fire Station had been leased yet. Mayor Meyers responded that it had not.
- A 25-year service award was presented to Bob Trussoni, and 20-year service award to Dean Bohman, and a 15-year service award to Ray Burrill.

UC/11-66 Motion by Jones, seconded by Johnson, to dispense with reading the minutes of the previous meetings and accept them as submitted. All ayes, motion carried.

UC/11-67 Motion by Spletter, seconded by Johnson, to approve payroll for August in the amount of \$219,472.37 and general bills for August in the amount of \$3,587,496.48. All ayes, motion carried.

UC/11-68 Motion by Johnson, seconded by Spletter, to approve the following job order(s):
JO #17590 OH to UG primary conversion Wallonnie and Palmetto \$13,890
All ayes, motion carried.

July 2011 Financial Statement Notes

Electric Utility

- Net loss was \$64 thousand for the month, with a net income of \$111 thousand year-to-date.
- Net operating loss was \$36 thousand for the month, compared to budgeted net operating income of \$421 thousand. Year-to-date net operating income was \$937 thousand, compared to budgeted net operating income of \$1.278 million.
- After adjusting for the PCAC timing, net operating income for the month was \$196 thousand.
- July consumption was down 6.05% from July 2010, with year-to-date consumption that was up 0.94%.
- July's energy losses were 12.79%, as a result of unbilled usages from customers during our hot weather. Year-to-date energy losses were 2.18%, compared to prior year losses of 1.46%.

Water Utility

- Net income was \$13 thousand for July and \$24 thousand net loss year-to-date.
- Net operating income was \$36 thousand for the month, compared to budgeted net operating income of \$51 thousand. Year-to-date net operating income was \$134 thousand, compared to budgeted net operating income of \$124 thousand.
- Operating expenses included \$12 thousand for relocating valve actuators and replacing the filter console decking at the water treatment plant, and \$4 thousand for rebuilding the refill valve at Hume Reservoir.
- Overall July consumption was down 0.24% from July 2010, with Industrial consumption down 20% from July 2010. Year-to-date overall consumption is down 0.10% from the prior year. Year-to-date water losses were 6.31%, compared to prior year losses of 3.75%.

Communication Utility

- Net loss was \$5,988 for the month, compared to budgeted net loss of \$6,341. Year-to-date net income was \$13,185, compared to budget net income of \$4,896.
- Distribution expenses include \$2,497 for pole contact fees for January through June.

UC/11-69 Motion by Jones, seconded by Ott, to receive and place on file department reports. All ayes, motion carried.

- Derek McGrewer introduced himself as a representative wishing to negotiate a contract for placing a cellular antenna on our Grant Water Tower. Utility staff reviewed the Utility's current policy/practice and their reasons for not allowing outside antennas on water towers or Utility structures. The Utility staff expressed its interest to Mr. McGrewer in leasing space on or selling the McMillan Street water tower, and also that they were not interested in this option for the Grant Water Tower. Mr. McGrewer responded that he was only interested in the Grant Water Tower because of its location; the other Utility water towers did not suit his needs. Mayor Meyers spoke on behalf of the Common Council and said that the Common Council knows of this antenna opportunity for the Utility and the bottom line is that it is a revenue opportunity that the Utility should take or it would not float well with the City. The Commission directed the Utility Manager to open discussions with Mr. McGrewer to discuss the possibility of antenna placement in the future.

UC/11-70 Motion by Jones, seconded by Spletter, to direct the Utility Manager to enter into discussions with Derek McGrewer regarding the possibility of future antenna placement on Grant Water Tower. All ayes, motion carried.

- The Utility Manager reviewed major projects including: Arnold St project, Hwy 10, electric rate case, water rate case
- The bids received for the garage re-roof project were again discussed and a recommendation was made to award to the next highest bidder.

UC/11-71 Motion by Jones, seconded by Spletter, to approve the bid from Maurer Roofing in the amount of \$91,440 for the Marshfield Utilities Garage re-roof project. All ayes, motion carried.

- The bids received for the Marshfield School District Fiber Optic Cable Installation and Hardware were discussed.

UC/11-72 Motion by Jones, seconded by Spletter, to approve the (Installation) Labor with Associated Materials Contract for the Marshfield School District Fiber Optic Cable Installation Project to the low bidder Telcom Construction in the amount of \$68,950.26. All ayes, motion carried.

UC/11-73 Motion by Jones, seconded by Spletter, to approve the Hardware Contract for the Marshfield School District Fiber Optic Cable Installation Project to the low bidder Heartland Business Systems, Inc in the amount of \$65,759.40. All ayes, motion carried.

- The Utility Manager reviewed and recommended approval of the Grievance Policy.

UC/11-74 Motion by Jones, seconded by Ott, to approve the Grievance Policy effective October 1, 2011 for non-represented staff and January 1, 2012 for represented staff. All ayes, motion carried.

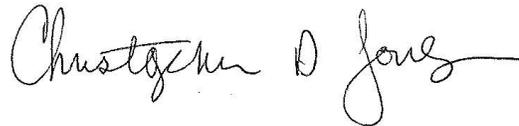
UC/11-75 Motion by Jones, seconded by Spletter, to go into closed session per Wisconsin State Statutes 19.85(1)(c) considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility for the purpose of discussing supervisory salary guidelines, and merit review of Energy and Water Conservation Coordinator, Electrical Engineer, and Utility Manager.

Roll call vote, all ayes, motion carried. Closed session at 5:10 p.m.

UC/11-76 Motion by Jones, seconded by Ott, to go into open session. Roll call vote, all ayes, motion carried. Open session at 5:35 p.m.

UC/11-77 Motion by Ott, seconded by Spletter, to increase the annual salary of the Energy and Water Conservation Coordinator, Jim Benson, from \$48,862 to \$50,282 effective 7/29/11, the Electrical Engineer, Jamie Frederick, from \$54,550 to \$55,974 effective 7/31/11, and the Utility Manager, Joe Pacovsky, from \$130,105 to \$134,008 effective 8/14/11.

UC/11-78 Motion by Jones, seconded by Ott, to adjourn. All ayes, motion carried. Meeting adjourned at 5:37 p.m.

A handwritten signature in black ink that reads "Christopher D Jones". The signature is written in a cursive style with a long horizontal line extending from the end of the name.

Christopher Jones, Secretary