

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

April 16, 2012

COMMISSION MEETING MINUTES

A regular meeting of the Marshfield Utility Commission was called to order by President Harry Nienaber at 4:00 pm on April 16, 2012 in the downstairs meeting room of the utility office. Present were Commissioners Harry Nienaber, Wayne Johnson, Patrick Ott, Mike Eberl, and John Schneider. Also present were Alderperson Gary Cummings, attorney John Adam Kruse, and the Utility staff. Absent was Alderperson Russ Stauber.

UC/12-20 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.

UC/12-21 Motion by Ott, seconded by Johnson, to approve payroll for March in the amount of \$210,161.34 and general bills for March in the amount of \$2,655,934.07. All ayes, motion carried.

UC/12-22 Motion by Eberl, seconded by Schneider, to approve the following job order(s):

- JO #5638 Replace 6" valve on E 25th St & S Peach \$5,301.21
JO #5637 Permit, Design, Bid, Drill and Test pump new Well #26. Complete wellhead protection plan for the well. \$185,000
JO #17610 Winterberry North 1st Addition 1PH UG primary, Cty E \$40,414 (\$32,974 deposit)
JO #5640 Abandon 650' of 6" watermain, tie services to 12" water main, replace fire hydrant and valve on # 4th St and Hume Ave \$19,201.67
JO #17622 Ranch Rd OH line rebuild \$36,286

All ayes, motion carried.

February 2012 Financial Statement Notes

Electric Utility

- Net loss was \$384 thousand for the month, with a net loss of \$180 thousand year-to-date.
- Net operating loss was \$44 thousand for the month. Year-to-date net operating income was \$302 thousand, compared to budgeted net operating income of \$333 thousand.
- After removing the effects of the PCAC timing, the net operating income was \$231 thousand for the month and \$390 thousand year-to-date.
- Operating expenses included \$38 thousand for the remainder of the costs on re-sheeting the tin shed.
- Contributing to the net loss for the month was the write-off of \$200 thousand for the remainder of the hydroelectric project costs, which is shown in the Other Income (Expense) section of the income statement.
- February consumption was down 5.63% from February 2011, with year-to-date consumption down 3.63%. Year-to-date energy losses were -1.49%, compared to prior year losses of -3.26%.

Water Utility

- February recorded a net income of \$49 thousand, with a net income of \$52 thousand year-to-date.
- Net operating income was \$71 thousand for the month, compared to budgeted net operating income of \$23 thousand. Year-to-date net operating income was \$96 thousand, compared to budgeted net operating income of \$30 thousand.
- February consumption was up 0.68% from February 2011, with year-to-date consumption down 3.18%. Year-to-date water losses were 2.63%, compared to prior year losses of 5.93%.

Communication Utility

- Net income was \$11,637 for the month, compared to budgeted net income of \$9,865. Year-to-date net income was \$20,878, compared to budgeted net income of \$17,233.
- As a result of the investment in the school district fiber project, the communication utility now owes the electric utility \$93,408. This will be paid back over time with the revenues from the communication utility, which will be higher in 2012 since it will include the revenues from the school district.

UC/12-23 Motion by Ott, seconded by Eberl, to receive and place on file department reports. All ayes, motion carried.

- The Utility Manager reviewed major projects including: normal distribution line work, water projects, and M1 spring maintenance.
- The Water Superintendent recommended approval of the Cooperative Agreement for Watermain Rehabilitation between Cities of Marshfield, Appleton, and Wausau. Both Appleton and Wausau have already signed the agreement.

UC/12-24 Motion by Eberl, seconded by Schneider, to approve Cooperative Agreement for Watermain Rehabilitation between Cities of Marshfield, Appleton, and Wausau. All ayes, motion carried.

- The Utility Manager reviewed the vacant Assistant Utility Manager position. He stated he plans to be here for at least another year, but would like to discuss the process for his future replacement. The Commission would discuss specific personalities in the closed session.

UC/12-25 Motion by Ott, seconded by Johnson, 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, Office Manager, Assistant Office Manager, and Assistant Utility Manager.

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 water tower cell communications negotiations.

Roll call vote, all ayes, motion carried. Closed session at 4:32 p.m.

UC/12-26 Motion by Eberl, seconded by Ott, to go into open session. Roll call vote, all ayes, motion carried. Open session at 5:24 p.m.

UC/12-27 Motion by Ott, seconded by Johnson, to approve the hiring of Kent Mueller as the Office Manager at the annual salary of the \$75,644 effective 3/20/2012 and the hiring of Patti Van de Loo as the Assistant Office Manager at the annual salary of \$48,270 effective 3/27/2012.

UC/12-28 Motion by Ott, seconded by Eberl, to adjourn. All ayes, motion carried. Meeting adjourned at 5:25 p.m.


Patrick Ott, Secretary