MARSHFIELD UTILITIES, A MUNICIPAL UTILITY
MARSHFIELD UTILITY COMMISSION
October 7, 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 October 7, 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 Utility staff. Absent were Alderperson Russ Stauber, Alderperson Robert Workinger, and attorney John Adam Kruse.

- During Citizens' Comments Wayne Johnson explained that the city had postponed appointing the new commissioner and thus his term continues until the position is filled.
- Bob Trussoni presented Commissioner Wayne Johnson with a plaque for his service on the commission.

UC/13-105 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/13-106 Motion by Eberl, seconded by Pitzenberger, to approve payroll for September in the amount of $131,198.12 and general bills for September in the amount of $3,219,696.81. All ayes, motion carried.

UC/13-107 Motion by Ott, seconded by Nienaber, to approve the following job order(s):

JO# 5680	Emergency-broken valve: replace 6 inch valve at Fillmore & Hume (#742) – East Side. $6,775.92
JO# 5681	Emergency-broken valve: replace 6 inch valve at Fillmore & Hume (#906) – West Side. $6,775.92
JO# 5682	Replace 6 inch valve at Willow & Fillmore (#905). $5,991.47
JO# 7446	Replace Hume low side transformer differential relay. Replace 199 OCB at McMillan Sub and replace 499 OCB at Wildwood Sub. $420,000.00
JO# 17735	Mill Creek OH Rebuild - County Highway T to Day. $66,351.00
JO# 7447	Access control system/keyless entry security system – main office, Oak, M1, Hume, McMillan, Wildwood and Water Treatment Facility. $86,920.00

All ayes, motion carried.

August 2013 Financial Statement Notes

Electric Utility

- Net income was $261 thousand for the month, with a net income of $663 thousand year-to-date.
- Net operating income was $396 thousand for the month, compared to budgeted net operating income of $409 thousand. Year-to-date net operating income was $1.514 million, compared to budgeted net operating income of $2.608 million.
- After adjusting for the PCAC timing, net operating income for the month was $278 thousand.
- Operating expenses included $10 thousand for M-1 foam system, bladder tank, and strobe repairs; and also $13 thousand for legal fees regarding M-1 air compliance permitting to the Wisconsin DNR.
- August consumption was down 6.14% from August 2012, with year-to-date consumption that was down 0.45%. Year-to-date energy losses were 3.12%, compared to prior year losses of 1.89%.
- We received a refund from Great Lakes Utility of $6,953 in September. This is the final refund for the hydroelectric project. This refund is reflected as a miscellaneous credit to surplus.

Water Utility

- Net income was $92 thousand for August with a net income of $483 thousand year-to-date.
- Net operating income was $114 thousand for the month, compared to budgeted net operating income of $145 thousand. Year-to-date net operating income was $655 thousand, compared to budgeted net operating income of $690 thousand.

- Included in the budgeted revenues was a 3% increase starting with July. However, no rate increase will take place this year. As a result, there will be a larger difference between the actual and budgeted revenues for the remainder of the year.
- Operating expenses included $5 thousand for Wood County Clean Sweep sponsorship.
- Overall August consumption was down 7.65% from August 2012. Year-to-date overall consumption was down 5.34% from the prior year. Year-to-date water losses were 13.22%, compared to prior year losses of 7.71%.
- Although Residential, Commercial, and Public Authority consumption all showed decreased consumption for the year, Industrial consumption showed an increase of 6.38%.

Communication Utility

- Net income was $10,580 for the month, compared to budgeted net income of $10,162. Year-to-date net income was $76,568, compared to budgeted net income of $77,319.

- The General Manager reviewed noteworthy projects including a DNR notice of violation which is currently being addressed.

UC/13-108 Motion by Pitzenberger, seconded by Nienaber, to receive and place on file department reports. All ayes, motion carried.

UC/13-109 Motion by Nienaber, seconded by Eberl, to appoint Bob Trussoni as the General Manager effective September 21, 2013. All ayes, motion carried.

- The Office Manager reviewed the first draft of the 2014 Capital Budget.
- The General Manager presented the bids received for a security system.

UC/13-110 Motion by Eberl, seconded by Nienaber, to approve the low bid for a security system. All ayes, motion carried.

- The General Manager presented cost justification for purchasing I-Pads/tablets for Commissioner use.
- Cathy Lotzer and Shawn Marsh demonstrated the website and secure access areas.
- The General Manager presented a revised vehicle use policy.

UC/13-111 Motion by Ott, seconded by Eberl, to approve a revised vehicle use policy. All ayes, motion carried.

UC/13-112 Motion by Pitzenberger, seconded by Eberl, to assign Bob Trussoni as the primary member for Great Lakes Utility and Nick Kumm as the alternate. All ayes, motion carried.

UC/13-113 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 manager review.

Roll call vote, all ayes, motion carried. Closed session at 4:50 pm.

UC/13-114 Motion by Nienaber, seconded by Ott, to go into open session. Roll call vote, all ayes, motion carried. Open session at 5:28 pm.

UC/13-115 Motion by Eberl, seconded by Pitzenberger, to adjourn. All ayes, motion carried. Meeting adjourned at 5:28 pm.

Patrick Ott

Patrick Ott, Secretary