

CEDARBURG LIGHT & WATER COMMISSION

June 17, 2024

The regular monthly meeting of the Light & Water Commission was held on Monday, June 17, 2024 at 6:00 p.m. at the utility office.

Call to order by David Pagel

Roll Call: Present – Joseph Dorr, Tim Larson, Andy Moss, David Pagel,
Paul Radtke, and City Council Member Jim Fitzpatrick

Excused – Blaine Hilgendorf

Also Present – General Manager Ben Collins, Administrative Manager Mari
Lauer, Water Utility Superintendent Tim Martin

STATEMENT OF PUBLIC NOTICE

The Statement of Public Notice was read, and it was acknowledged that the agenda for this meeting was posted and distributed in compliance with the Wisconsin Open Meetings Law.

APPROVAL OF MINUTES

The minutes of the Regular Meeting held on May 20, 2024 were read and approved on a motion by Tim Larson, seconded by Paul Radtke. Motion carried.

VOUCHER SUMMARY FOR MAY

Accounts Payable, ACH, & Wire Transfers	\$ 1,250,016.00
Payroll	<u>133,098.00</u>
Total Vouchers	\$ 1,383,114.00

BANK BALANCE FOR MAY

5/1/24 Balance Available	\$ 793,229.97
+ Deposits	1,378,764.61
- Checks and Other Debits	<u>1,657,318.79</u>
5/31/24 Available Balance	\$ 514,675.79

REVENUE ITEMS FOR MAY

kWh Sold 7,940,647	\$ 859,523.75
Water Sold 28,920,006 Gallons	<u>170,528.19</u>
	\$ 1,030,051.94

Water Pumped 37,114,760 Gallons
Power Purchased – 8,185,574 kWh

NEW BUSINESS

2024 LEAD SERVICE LINE REPLACEMENT PROJECT UPDATES AND 2025 PROJECT PLANNING

Tim Martin reported on the recent lead service line replacement updates and the 2025 project planning. To date, customer feedback has been positive. Some customers have also opted to have private sewer service replaced at their cost.

The 2025 loan application is due June 30, 2024. 35 full lead line replacements are on the schedule for 2025.

STRATEGIC PLANNING DISCUSSION

In 2024, CLW will update the Strategic Plan. The Commission will play a direct role of providing guidance to staff for this process. The areas of the plan where the Commission will contribute the most are in setting the guiding principles of the organization such as Mission, Vision, Values, and Goals.

Ben Collins explained that the Strategic Planning effort will require additional time from the Commission beyond the scheduled monthly meeting. He asked for input from the Commission as to whether they are interested in forming a separate committee or handling the tasks as the full group. The Commission will further discuss and decide at a future meeting.

TUITION REIMBURSEMENT POLICY; AND ACTION THEREON

As part of the Policy Modernization project, the Tuition Reimbursement Policy was created. Previously, the policy was part of the Expense Policy, and now it is a stand-alone policy.

Major updates include:

- Increased reimbursement percentage from 50% to 90%
- Increased the maximum reimbursement from \$5,000 to \$5,250, the IRS maximum for a tax-free benefit for an educational assistance program

A motion was made by Paul Radtke, seconded by Tim Larson to approve the Tuition Reimbursement Policy as presented by staff. Motion carried,

COMPENSATION PHILOSOPHY POLICY, AND ACTION THEREON

As part of the Policy Modernization project, the Compensation Philosophy Policy was created. Previously, the policy was approved by the Commission as a document, not as a policy.

Major updates include:

- Changed total rewards language to total compensation
- Added pay equity and transparency language
- Added details regarding the setting of target base wages
- Added General Manager salary setting details

A motion was made by Jim Fitzpatrick, seconded by David Pagel to approve the Compensation Philosophy Policy. Commissioner Dorr abstained. Motion carried.

CITY COUNCIL, MANAGER AND DEPARTMENT REPORTS

The Manager & Department Reports were provided to the commissioners in advance of the meeting. The full reports can be reviewed in the electronic commission packet.

Council Member Fitzpatrick provided an update on the proposed Neumann Development located on a section of property Northwest Hwy 60 and Hwy I. He also discussed the other potential developments in the surrounding area.

The new GIS Analyst employee, Mark Stram will start June 26, 2024.

The Electric Rate Case public hearing is scheduled for July 10, 2024. The billing audit is still in progress with the PSC.

The WPPI Energy Annual Meeting is scheduled for September 18-20, 2024.

APPROVAL OF BILLS

The bills, as listed on the Check Register were audited, and a motion was made by Paul Radtke, seconded by Tim Larson, to approve the bills for payment. Motion carried.

ADJOURNMENT

A motion was made by Paul Radtke, seconded by Jim Fitzpatrick, to adjourn at 7:07 pm. Motion carried.