

CEDARBURG LIGHT & WATER COMMISSION

January 20, 2026

The regular monthly meeting of the Cedarburg Light & Water Commission was held on Tuesday, January 20, 2026 at 6:00 p.m. at the utility office.

Call to order by President Andy Moss

Roll Call: Present – Michael Bradburn, Kurt Dykstra, Tim Larson, Andy Moss, David Pagel, Paul Radtke, and City Council Member Jim Fitzpatrick
Also Present – General Manager Karsten Huse, 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 December 15, 2025 were read and approved on a motion by Tim Larson, seconded by Paul Radtke. Motion carried.

VOUCHER SUMMARY FOR DECEMBER

Accounts Payable, ACH, & Wire Transfers	\$ 1,222,223.92
Payroll	<u>106,808.42</u>
Total Vouchers	\$ 1,329,032.34

BANK BALANCE FOR DECEMBER

12/1/25 Balance Available	\$ 4,989,265.04
+ Deposits	1,669,990.82
- Checks and Other Debits	<u>-3,778,050.45</u>
12/31/25 Available Balance	\$ 2,881,205.41

REVENUE ITEMS FOR DECEMBER

kWh Sold 9,659,824	\$ 1,034,211.49
Water Sold 27,721,188 Gallons	<u>226,970.74</u>
	\$ 1,261,182.23

Water Pumped 37,010,060 Gallons
Power Purchased – 9,958,207 kWh

NEW BUSINESS

WATER DEPARTMENT ANNUAL PRESENTATION

Water Utility Superintendent Tim Martin provided the annual water department presentation. The presentation reviewed key activities from the past year, the present, and the outlook for the water department. The full presentation can be viewed in the electronic commission packet.

Tim discussed the 2025 projects including; street and utility relay projects, lead service replacement projects, compliance sampling, and water main and service breaks.

Other areas of discussion included: 2026 construction plans, future staffing and succession planning, and the lead water service replacement program.

POLICY MODERNIZATION ANNUAL REVIEW

An annual review of Cedarburg Light & Water's policies was provided to the Commission; including updated and newly adopted policies, policies deemed obsolete and retired, and policies remaining for future review or update. This policy modernization supports governance, regulatory compliance, and operational clarity.

EMPLOYEE TRAINING ANNUAL REVIEW

Employee training completed during the prior year was provided to the Commission; including required certifications, safety training, and job-specific professional development. The focus was on keeping employees skilled, confident, and ready to do the work safely and effectively, while also supporting cross-training and long-term continuity across the utility.

PHILANTHROPIC ANNUAL REVIEW

The annual philanthropic summary was provided to the Commission. The utility supported a range of local organizations and events, with requests reviewed through a newly established committee to ensure consistency and alignment with the utility's core values. Support included financial contributions, sponsorships, and limited in-kind assistance focused on initiatives that benefit the Cedarburg community, promote safety and education, and address local needs reinforcing the utility's role as a community partner while maintaining responsible use of funds.

EMPLOYEE SELF-ASSESSMENT REVIEW

Staff members completed an Employee Self-Evaluation for 2025 which centered on the utility's core values of safety; health and wellness; integrity; customer service; employee culture and engagement; and community engagement and development. The results were compiled and shared with the Commission.

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.

Karsten Huse discussed highlights of each department report and addressed commission questions and concerns.

APPROVAL OF BILLS

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

ADJOURN TO CLOSED SESSION

A motion was made by Paul Radtke, seconded by Jim Fitzpatrick, to adjourn to closed session Pursuant to Wis. Stats. 19.85 (1) (c) to consider employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility.

POSSIBLE ACTION ON CLOSED SESSION ITEMS

A motion was made by Jim Fitzpatrick, seconded by Mike Bradburn, to authorize a 1% performance bonus for the General Manager, and a base wage increase of 3.5% effective January 1, 2026. Motion carried.

ADJOURNMENT

A motion was made by Paul Radtke, seconded by Tim Larson, to adjourn at 8:20 pm.