

OCONTO FALLS MUNICIPAL UTILITIES
WATER & LIGHT ● SEWAGE DISPOSAL ● CABLE TELEVISION
MINUTES OF MONDAY, OCTOBER 15, 2018

CALL TO ORDER:

The regular meeting of the Oconto Falls Municipal Utilities Commissions was called to order in Council Chambers of the Oconto Falls Municipal Building, 500 North Chestnut Avenue, Oconto Falls, Wisconsin, by President Kardoskee at 6:15 p.m.

ROLL CALL:

Anastasopoulos, Coopman, Patenaude, and Kardoskee, present. Vowinkel, excused.

Also Present: Mayor Brad Rice, Utility Manager Greg Kuhn, Customer Service Representative Beth Rank, and Samantha Doney.

MINUTES:

President Kardoskee asked for any additions or corrections to the minutes of the Regular Meeting of Monday, September 17, 2018 and the Budget Committee Meeting of Monday, October 8, 2018. Hearing none, President Kardoskee declared the minutes of the Regular Meeting of Monday, September 17, 2018 and the Budget Committee Meeting of Monday, October 8, 2018 of the Oconto Falls Water & Light Commission accepted as presented.

TREASURER'S REPORT: August 2018

The Treasurer's Report for the month of August 2018 as prepared by Deputy Treasurer Eve Wallace was placed on file for future audit.

BILLS: It was moved by Anastasopoulos, seconded by Patenaude, that an order be drawn authorizing payment of payroll vouchers 102919-102935 and 011679-011681, accounts payable vouchers 024396-024438, and wire transfers 001193-001200. Roll call: Anastasopoulos, Patenaude, Coopman, and Kardoskee, voting aye. Vowinkel, excused. Motion carried.

REORGANIZATION

It was moved by Patenaude, seconded by Coopman, that all old and new business be transferred to the new commission and that the old commission adjourn to Sine Die. Motion carried on a voice vote.

The Oconto Falls Municipal Utilities New Commission was called to order in Council Chambers of the Oconto Falls Municipal Building, 500 North Chestnut Avenue, Oconto Falls, Wisconsin, by President Kardoskee.

Election of Officers – It was moved by Anastasopoulos, seconded by Coopman, that officers stay the same as previous year with Kardoskee being nominated for President, Coopman nominated for Vice-President, and Vowinkel nominated for Secretary, that nominations be closed, and a majority ballot be cast for Kardoskee as President, Coopman as Vice-President, and Vowinkel as Secretary. Motion carried on a voice vote.

Executive and By-Direction Appointments of Management and Staff -

Moratorium Disconnects: Wisconsin Public Service Commission requires a letter of authorization to designate an executive to authorize disconnection during the winter moratorium months. Management recommends the Utility Manager, be appointed, with the Commission President to act in the manager's absence. It was moved by Patenaude, seconded by Coopman, to designate the Utility Manager as executive to authorize disconnection during the winter moratorium months, with the Commission President to act in the Manager's absence. Motion carried on a voice vote.

Utility Account Signature Authority: It is the recommendation of the management that the Commission President or the Commission Vice-President, along with the Utility Manager, be authorized to sign utility account checks. It was moved by Anastasopoulos, seconded by Coopman, to designate the Utility Manager, the Commission President, and the Commission Vice-President as authorized signers of the Utility account checks. Motion carried on a voice vote.

WPPI Representation: At present, Greg Kuhn, Utility Manager, serves as the Utilities WPPI Representative. It was moved by Anastasopoulos, seconded by Patenaude, to designate Greg Kuhn, Utility Manager, as the Utilities WPPI Representative. Motion carried on a voice vote.

PRESENTATIONS AND OPPORTUNITY TO ADDRESS THE COMMISSIONS None

CORRESPONDENCE/INFORMATION None

MANAGEMENT REPORTS:

Manager's Report – Greg Kuhn provided his written report.

OLD BUSINESS

COMMON

SCADA Improvements – Kuhn provided a review of proposals received for the SCADA improvements. It was moved by Anastasopoulos, seconded by Coopman, to move ahead with Energetics for SCADA improvements with a cap at \$110,000. Roll call: Anastasopoulos, Coopman, Patenaude, and Kardoskee, voting aye, Vowinkel, excused. Motion carried.

NEW BUSINESS

COMMON

Declaring Hobart Mobile Welder/Generator as surplus – Kuhn informed the Commission that the welder/generator has not been used in the last four years. It was moved by Anastasopoulos, seconded by Patenaude to declare the Hobart Mobile Welder/Generator as surplus. Motion carried on a voice vote.

Billing Adjustments – Kuhn informed the Commission that there have been billing adjustments made over the last few months due to errors found by WPPI and the utility staff. WPPI was performing an audit of large customers and found that some CP-1 customers were being billed max on-peak demand instead of max demand. A total of 12 customers were affected and billed \$996.79 to correct this error. During the audit, 2 customers were billed the CP-1 TOD rate instead of the CP-1 rate. These customers received a refund of \$20,286.10. A billing error occurred on the CTC rate. A refund was issued in the amount of \$8.00. Billing errors were found on 7 customer's deduct meters. The deduct meters were being billed as sprinkler meters. A refund of \$24,217.76 was issued to customers for the deduct meter billing error. No action was taken.

Atrium Receivership Update – The Commission was updated on Atrium Post Acute Care's status of entering into a receivership.

Review and approval of 2019 Budget – The 2019 Budget was presented to the Utility Commission on the recommendation of the Utility Budget Committee. A change was made on the wage increases based on the Utility Budget Committee's recommendation. It was moved by Anastasopoulos, seconded by Coopman, to accept the 2019 Utility Budget as presented with modifications. Roll call vote: Anastasopoulos, Coopman, Patenaude, and Kardoskee, voting aye. Vowinkel, excused. Motion carried.

There being no other business, the meeting was adjourned at 7:03 p.m.

Respectfully submitted,

Beth Rank

Customer Service Representative