

OCONTO FALLS MUNICIPAL UTILITIES
WATER & LIGHT ● SEWAGE DISPOSAL ● CABLE TELEVISION
MINUTES OF MONDAY, OCTOBER 16, 2023

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 6:00 p.m.

ROLL CALL:

Coopman, Patenaude, Anastasopoulos, Schindel, and Kardoskee, present.

Also Present: Utility Manager Greg Kuhn, Customer Service Representative Beth Rank, Customer Service Representative Abigail Remic (left at 6:05pm), City Administrator Peter Wills, Kim Pytleski, and Valerie Greetan.

Kuhn introduced Abigail Remic, the Utilities newest Billing Clerk, and Kim Pytleski, the new Commissioner, to the Commission

MINUTES:

No minutes were presented to the Commission.

TREASURER'S REPORT: August 2023

The Treasurer's Reports for the month of August 2023 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 104034-104052, accounts payable vouchers 026708-026743, and wire transfers 001668-001672. Roll call: Anastasopoulos, Patenaude, Coopman, Schindel, and Kardoskee, voting aye. Motion carried.

Commissioner Patenaude was presented with a Thank You gift and card from the Commission. Patenaude was thanked for his 25 years of service.

REORGANIZATION

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

It was moved by Patenaude, seconded by Anastasopoulos, to 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 at 6:07 p.m.

Roll Call:

Anastasopoulos, Pytleski, Schindel, Coopman, and Kardoskee, present.

Also Present: Utility Manager Greg Kuhn, Customer Service Representative Beth Rank, City Administrator Peter Wills, Jim Patenaude, and Valerie Greetan.

Election of Officers – It was moved by Anastasopoulos, seconded by Coopman, to nominate Kardoskee as President, Coopman as Vice President, and Anastasopoulos as Secretary with unanimous ballot cast. Roll call: Anastasopoulos, Pytleski, Schindel, Coopman, and Kardoskee, voting aye. Motion carried.

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 Anastasopoulos, 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 Kardoskee, the Utility Manager Kuhn, the City Administrator Wills, Deputy Treasurer Wallace, and Utility Administrative Assistant Rank be authorized to sign utility account checks. It was moved by Coopman, seconded by Schindel, to designate the Commission President Kardoskee, the Utility Manager Kuhn, the City Administrator Wills, Deputy Treasurer Wallace, and Utility Administrative Assistant Rank 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 with Beth Rank, Administrative Assistant as the alternate. It was moved by Anastasopoulos, seconded by

Coopman, to designate Greg Kuhn, Utility Manager, as the Utilities WPPI Representative with Beth Rank, Administrative Assistant as the alternate. Motion carried on a voice vote.

PRESENTATIONS AND OPPORTUNITY TO ADDRESS THE COMMISSIONS

CORRESPONDENCE/INFORMATION

MANAGEMENT REPORTS:

Manager's Report – Kuhn's written report was reviewed and reviewed.

OLD BUSINESS

ELECTRIC

Update on Substation/Voltage Conversion – Kuhn informed the Commission that the transformer contract has been signed. MSA is working on the civil design. The Commission will see the next bid package soon.

SEWER

Sheridan Sewer Update – Two vacant lots have been purchased. The owner wants electric, water, and sewer services and prices to get those services. Kuhn would like to see a site plan from the owner before proceeding with prices. Kuhn will look at the sewer usage ordinance in early 2024 so that we have a procedure for when someone is asking to connect to our services.

NEW BUSINESS

COMMON

2024 Budget Review Committee – The budget review committee will stay the same as past years with Coopman, Anastasopoulos, Kardoskee, Mayor Rice, and Mat McDermid. City Administrator Wills and Utility Manager Kuhn will be nonvoting members of the Committee. The Committee will meet on Tuesday, October 24, 2023 at 5 pm.

The Commission may go into closed session to discuss matters of employment, promotion, compensation, or performance evaluation data of public employees pursuant to 19.85 (1c) Wis. Stats. (re: Employee Compensation, 2024 Wages).

It was moved by Coopman, seconded by Anastasopoulos, to go into closed session with Commission members, Utility Manager, and City Administrator to discuss matters of employment, promotion, compensation, or performance evaluation data of public employees pursuant to 19.85 (1c) Wis. Stats. regarding employee compensation and the 2024 wages. Roll call vote: Coopman, Anastasopoulos, Pytleski, Schindel, and Kardoskee, voting aye. Motion carried.

Commission entered into closed session at 7:09 p.m.

The Commission will return to open session and may take action on matters discussed in closed session.

It was moved by Schindel, seconded by Coopman, to return to open session at 8:06 pm. Motion carried on a voice vote.

It was moved by Schindel, seconded by Anastasopoulos, to award three personal days to Beth Rank to be used by the end of the year with administrative approval and to award Beth Rank with a \$1,000.00 stipend from the Utility budget for exceeding job expectations in a time of need. Roll call: Schindel, Anastasopoulos, Coopman, Pytleski, and Kardoskee, voting aye. Motion carried.

There being no other business, the meeting was adjourned at 8:08 p.m.

Respectfully submitted,

Beth Rank, Customer Service Representative