

BOARD OF WATERWORKS COMMISSIONERS - 3: 30 PM - (Monday, December 20, 2021)Generated by Joe Trueblood on Tuesday, December 21, 2021

Members present:

President Gerald Van De Kreeke, Secretary Tom Howe, Member Rich Dale

Staff:

Superintendent Joe Trueblood

1. OPENING OF MEETING

1.1 Pledge of AllegianceAll present honored the flag of the United States of America.

2. MINUTES

2.1 Approval of minutes from the November 15, 2021 meetingCommissioner Howe made a motion, seconded by Commissioner Dale, to approve the minutes of the November 15, 2021 Board meeting.

Motion passed unanimously.

3. REPORTS

3.1 Financial reports and approval of vouchersCommissioner Howe made a motion, seconded by Commissioner Dale, to approve the financial reports and vouchers as presented.

Motion passed unanimously.

3.2 Superintendent's report including operations, construction-maintenance, and customer relations/fiscalCommissioner Howe made a motion, seconded by Commissioner Dale, to approve the Superintendent's report as presented.

Motion passed unanimously.

4. ITEMS PREVIOUSLY HELD OVER FOR DISCUSSION AND POSSIBLE ACTION

4.1 Raw Water Improvements projectSuperintendent advised that a virtual pre-bid meeting took place with a number of contractors, Utility staff, consulting engineers, and regulatory staff.

Two on-site meetings dates were offered.

An addendum was issued involving the buffalo pit fill-in work scope.

Otherwise the project remains on course for bid opening on January 20, 2022.

#### 5. ITEMS FOR DISCUSSION AND POSSIBLE ACTION

5.1 Update on water rate case Superintendent reviewed the cost of service document submitted by WI PSC indicating test year 2021 revenues, expenses, allocations to rate categories, and required revenues.

Proposed rates increases were

5.6 % residential;

7.8 % commercial,

8.8 % industrial;

8.3 % wholesale Village of Kohler;

5.7 % wholesale City of Sheboygan Falls.

A virtual public hearing will take place on January 12, 2022.

Commissioner Van De Kreeke made a motion, seconded by Commissioner Howe, accepting and approving the cost of service study and proposed rates by WI PSC.

Motion carried unanimously.

5.2 Request approval of workers comp insurance proposal Superintendent reviewed an WC insurance proposal from Hub International and one from CVMIC for coverage during 2022.

Superintendent noted that the Hub proposal had a larger dividend at \$15,412, but the CVMIC group has and would continue to provide no-cost training to Utility staff members, which has been a significant benefit.

Commissioner Dale made a motion, seconded by Commissioner Van De Kreeke, to accept the CVMIC WC proposal at an annual cost of \$36,770 with an estimated

dividend of \$9,193.

Motion carried unanimously.

5.3 Request approval of Badger meter purchase Superintendent reviewed a proposal to purchase 720 M 25 E meters, 5 (3 ") E meters, and 5 (4 ") E meters at a total cost of \$55,822.93 from Badger meter.

Commissioner Van De Kreeke made a motion, seconded by Commissioner Howe, to approve the purchase.

Motion passed unanimously.

5.4 Discuss plans related to lead service lines replacement bidding Superintendent reviewed a document prepared by Supervisor McMillan describing plans for lead service line replacement annual bid contract in 2022.

This would be for spot replacements not related to a planned water main or street project.

Use of an annual bid for LSL work would help rate-payers by providing a standardized rate.

After discussion, the Commissioners felt it was a good approach to try in 2022.

## 6. PERSONNEL

6.1 Update on Utility Support Specialist vacancy Superintendent advised that Ms. Tabitha Meyer has accepted an offer of employment for this position and will start in January 2022.

6.2 Update on Utility Engineer 2 Superintendent reviewed the recent resignation of Mr. Thomas Treacy in taking a new position with Milwaukee Metro Sewerage District.

6.3 Update on Service Technician vacancy Superintendent noted that an internal candidate had expressed interest in the upcoming vacancy and the review process is now underway.

## 7. NEXT MEETING

7.1 Next meeting will take place on Monday, January 17, 2022 at 3: 30 PM.

## 8. ADJOURN

8.1 Motion to Adjourn At 5: 03 PM, Commissioner Howe made a motion to adjourn,

seconded by Commissioner Dale.

Motion carried unanimously.