

City of Sheboygan
2021-09-20

C6WKS35331E5

BOARD OF WATERWORKS COMMISSIONERS - 3: 30 PM - (Monday, September 20, 2021)Generated by Joe Trueblood on Wednesday, September 22, 2021

Board Members present:

Gerald Van De Kreeke, Mark Smith, Tom Howe

Staff:

Superintendent Joe Trueblood

1. OPENING OF MEETINGPresident Van De Kreeke opened the meeting at 3: 33 PM.

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

2. MINUTES

2.1 Approval of minutes from the August 16, 2021 meetingCommissioner Smith made a motion, seconded by Commissioner Howe, to approve the minutes of the August 16, 2021 Board meeting.

Motion passed unanimously.

3. REPORTS

3.1 Financial reports and approval of vouchersCommissioner Van De Kreeke made a motion, seconded by Commissioner Howe, to approve the financial reports, and general vouchers of \$384,245.18 and gross payroll of \$159,753.21 as presented.

Motion passed unanimously.

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

Motion carried unanimously.

4. ITEMS PREVIOUSLY HELD OVER FOR DISCUSSION AND POSSIBLE ACTION

4.1 Raw Water Improvements project Superintendent noted that City officials have indicated a possible ARPA funding level of \$9.5 M for the RWI project.

This would offset debt service for all Utility customers.

Superintendent is waiting on information about possible directed spending support from Senator Baldwin.

Superintendent anticipates action on the Construction Authorization from WI PSC within weeks and similar approval from WI DNR as well.

The project remains on track for bidding late in 2021.

5. ITEMS FOR DISCUSSION AND POSSIBLE ACTION

5.1 Update on water rate case Superintendent noted that Accountant Gottsacker had responded to a data request and otherwise the rate case remains with the WI PSC.

5.2 Request approval of 2022 final Utility budget Superintendent noted that he and Accountant Gottsacker had completed numerous reviews of the preliminary budget and only a few immaterial changes were made.

Commissioner Van De Kreeke made a motion, seconded by Commissioner Smith, to approve the final budget as presented.

Motion passed unanimously.

5.3 Request approval of R.O. transmitting 2022 final Water Utility budget Commissioner Smith made a motion, seconded by Commissioner Van De Kreeke, to approve the R.O. transmitting the Utility budget to Council.

Motion passed unanimously.

6. PERSONNEL

6.1 Update on Distribution Technician vacancy Superintendent updated the Board members on the response to date and ongoing efforts.

Another update will be given at the October Board meeting.

6.2 Discuss Billing/LSL Specialist position Superintendent reviewed a draft job description for this proposed position.

Over the past 2 - 3 years, the Utility has implemented a new lead service line replacement program as authorized by WI PSC.

This program has significantly increased internal work loads.

As the Utility looks to increase LSL replacements, even more work will be generated.

In addition, with improvements in water billing data acquisition, more specialized billing issues have emerged, and these require focused work effort to resolve.

Superintendent stated that a new position is recommended at this time to address both specialized billing and lead service line replacements, including detailed work on the Utility's new LSL loan program.

Commissioner Smith made a motion, seconded by Commissioner Howe, to approve the new position as proposed.

Motion passed unanimously.

6.3 Review wage increase plan Superintendent reviewed the Utility's wage increase plan in effect since 2011.

The Board members felt that the system should be maintained despite higher CPI results for this year.

7. NEXT MEETING

7.1 Next meeting will take place on Monday, October 18 at 3: 30 PM.

8. ADJOURN

8.1 Motion to Adjourn At 4: 21 PM, Commissioner Smith made a motion to adjourn, seconded by Commissioner Howe.

Motion passed unanimously.