

UTILITIES COMMISSION MEETING

CITY HALL

4:30 P.M.

August 28, 2024

MEMBERS PRESENT: John Klinzing, Scott Busse, Pauly Paul, and Brad Hess

OTHERS PRESENT: Marc Stephanie, Kathy Kovach, and Richard Snelson

President Klinzing called the August 28, 2024, monthly meeting of the New Holstein Utilities Commission to order.

The Business Manager verified that the meeting was properly announced.

A motion was made by Busse, seconded by Paul, and carried to approve the August 28, 2024, agenda.

A motion was made Hess, seconded by Paul, and carried to approve the minutes of the July 23, 2024, meeting.

Visitors – None

A motion was made by Busse, seconded by Paul, and carried to approve the monthly bills, totaling **\$605,194.06**.

The Treasurer's report as of July 31, 2024, indicated the following balances: checking account – **\$35,993.21**; Savings and Investments - **\$135,133.52**; Electric/Water Reserve Funds – **\$1,366,695.38** Water Refinance Bond **\$150,582.83** for a total of **\$1,688,404.94**.

The financial statements for the month of July were reviewed.

A discussion was held regarding Truck 417 (Small Bucket Truck) Repair and Roosevelt Substation Transformer Repair. The bucket truck has been in to Utility Sales and Service with several repairs being done. Some repairs did not fix the problem, so Utility Sales and Service agreed to bear some of the cost that were unnecessary. The Substation transformer needs to have LTC controller replaced, approximately cost \$8950.

An update was given on the Wisconsin Avenue Safe Drinking Water Fund and Clean Water Fund Loans. The disbursements for the refinanced loans were received on August 28, 2024, in the amount of \$867,629 for the Clean Water Fund and \$782,696 for the Wisconsin Safe Drinking Water Loan. The loans in the amount of \$1,081,862.57 will paid to Board of Commissioners of Public Land and \$586,199.35 to Collins State Bank on August 29, 2024.

Being no further business, the meeting was adjourned.

Scott Busse,
Secretary

**SANITARY SEWER COMMISSION MEETING
FOLLOWING THE NEW HOLSTEIN UTILITIES MEETING**

CITY HALL

August 28, 2024

MEMBERS PRESENT: John Klinzing, Scott Busse, Pauly Paul, and Brad Hess

OTHERS PRESENT: Marc Stephanie, Kathy Kovach, and Richard Snelson

President Klinzing called the regular monthly meeting of the New Holstein Sanitary Sewer Commission to order.

The Business Manager verified that the meeting was properly announced.

A motion was made by Hess, seconded by Paul, and carried to approve the August 28, 2024, agenda.

A motion was made by Paul, seconded by Hess, and carried to approve the minutes of the July 23, 2024, meeting.

A motion was made by Busse, seconded by Paul, and carried to approve the monthly bills, totaling, **\$79,984.76**.

The Treasurer's report as of July 31, 2024, indicated the following balances: checking – **(\$1691.20)** operating funds; Savings and Loan Accounts - **\$136,793.35** and Money Markets- Replacement Fund account– **\$171,355.03** for a total of **\$306,457.18**.

A motion was made by Hess, seconded by Busse, and carried to authorize the Business Manager, Kathy Kovach, to receive time and a half pay for the overtime she will incur performing the duties of the Billing/Customer Service Rep., during Prowls FMLA maternity leave. This overtime pay will begin and end with the duration of Prowls FMLA maternity leave.

A motion was made by Hess, seconded by Paul, and carried to authorize the sewer overflow project on Hickory Lane at 50% of the cost. The cost will be shared 50/50 with the City of New Holstein. The General Manager obtained a quote from Robert E. Lee for \$23,610. The estimate cost is assuming the City/Utilities procures the pipe, manhole, self performs the traffic control, and coordinates with the County for asphalt patching. Total cost of the project is estimated to slightly exceed \$40,000.

A discussion was held on the Wisconsin Pollutant discharge Elimination System (WPDES) permit. Wastewater permits contain all the monitoring requirements, special reports and compliance schedules appropriate to the facility in question. Permits are issued for a five-year term.

A motion was made by Hess, seconded by Paul, and carried to authorize the purchase of the e Coli Testing Equipment for \$10,000. The funds should be distributed from the remaining 2024 Lab Equipment budget of \$6,000., and the remaining balance from the Replacement Fund.

The next Utilities Commission meeting was set for 4:30 p.m. on Wednesday September 25, 2024.

Being no further business, meeting was adjourned.

Scott Busse,
Secretary