

UTILITIES COMMISSION MEETING

CITY HALL

5:30 P.M.

July 23, 2024

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

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

President Klinzing called the July 23, 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 July 23, 2024, agenda.

A motion was made Paul, seconded by Hess, and carried to approve the minutes of the June 26, 2024, meeting.

Visitors – None

A motion was made by Hess, seconded by Scholz, and carried to approve the monthly bills, totaling **\$205,366.29**.

The Treasurer's report as of June 30, 2024, indicated the following balances: checking account – **\$68,787.55**; Savings and Investments - **\$132,315.61**; Electric/Water Reserve Funds – **\$1,276,044.96** Water Refinance Bond **\$150,582.83** for a total of **\$1,627,730.95**.

The financial statements for the month of June were reviewed.

A motion was made by Scholz, seconded by Hess, and carried to amend the sick time policy to include reducing earned sick time from 8 hours to 5 hours per month for a total of 60 hours per year. Each employee will receive 32 hours of casual time off for each calendar year. The casual hours do not carry over from year to year (use it or lose it) and reset each year on January 1.

A motion was made by Hess, seconded by Busse, and carried to approve Resolution No 1561 authorizing borrowing from WPPI, Revolving Member Loan, for the electric AMI Honeywell/Elster meters.

Being no further business, the meeting was adjourned.

Scott Busse,
Secretary

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

CITY HALL

July 23, 2024

MEMBERS PRESENT: John Klinzing, Scott Busse, Pauly Paul, Barry Scholz, 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 Busse, seconded by Paul, and carried to approve the July 23, 2024, agenda.

A motion was made by Paul, seconded by Scholz, and carried to approve the minutes of the June 26, 2024, meeting.

A motion was made by Busse, seconded by Paul, and carried to approve the monthly bills, totaling, **\$43,094.05**.

The Treasurer's report as of June 30, 2024, indicated the following balances: checking - **\$47,471.21** operating funds; Savings and Loan Accounts - **\$114,171.38** and Money Markets- Replacement Fund account- **\$168,206.93** for a total of **\$329,849.52**.

Open discussion was held on Commission members attendance expectations. Busse started the discussion by listing the percentage of attendance by each Commissioner's in the last several months. It was stated that Commissioners are not expected to attend all meetings but should communicate when they are not able to attend. Communication helps prevent having to call Commissioners when they are on vacation or at specific events. Since this is a community-based organization, a quorum is necessary to constitute the group meeting and conduct the business of the Utilities. Commissioners need to understand the impact on the Utilities if a quorum is not met. If necessary other options can be instituted such as Zoom meetings, change in meeting time/date or phone-in.

Open discussion was held on the sewer overflow that happened on July 5, 2024. Several homes were impacted by the sanitary sewer and excessive storm water infiltration flooding due to the heavy rains. The potential need for investment in larger trash pumps with discharge hose was discussed. An option discussed was to have the New Holstein Fire Department called when there is flooding to pump excess ground water. A more permanent solution would be to have the Utilities and City install an emergency 8" overflow line 9ft deep from the manhole at the intersection of Hickory & Puritan to the manhole located directly on Puritan Road. The General Manager is obtaining a quote from Alfson on the cost to have the emergency overflow installed.

The next Utilities Commission meeting was set for 5:30 p.m. on Tuesday, August 27, 2024.

Being no further business, meeting was adjourned.

Scott Busse,
Secretary