

UTILITIES COMMISSION MEETING

CITY HALL

6:30 P.M.

October 26, 2021

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

OTHERS PRESENT: Mayor Hebl, Randy Jaeckels, Paula Pethan and Doug Schneider

President Klinzing called the October 26, 2021, 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 October 26, 2021, agenda.

A motion was made by Hess, seconded by Stephanie, and carried to approve the minutes of September 28, 2021, meeting.

President Klinzing welcomed the visitor.

A motion was made by Stephanie, seconded by Paul, and carried to approve the monthly bills, totaling \$728,308.91.

The Treasurer's report as of September 30, 2021, indicated the following balances: checking account (unrestricted) – **\$569,765.30**; Savings and Investments (restricted) - **\$311,345.32**; Electric/Water Reserve Funds(restricted) – **803,295.44**; Rural Development Bond Reserve Account(restricted) - **\$34,220.74** for a total of **\$1,718,626.80**.

The financial statements for the month of September 2021 were reviewed.

The General Manager presented the calculations for two Employee HRA options reviewed at the September 26, 2021, meeting. The first option is taking the average cost of the single and limited family employee portion of the premiums and multiplying by 60% to determine the annual contribution. The second option is based on adding the actual number of employees on the single plan and the balance of employees on the limited plan (a weighted calculation), averaging the employee premium's portion of the total, and multiplying the result by 60% to determine the annual contribution.

A motion was made by Stephanie, seconded by Hess, and carried to approve option 1, effective January 1, 2022. The calculated amount will be deposited into the HRA accounts at the end of each year.

Ian DeMarre came into the meeting at this time.

The Water/Wastewater Plant supervisor reported on the following items: The employees have been hauling sludge and should be done soon. It was noted that is becoming more difficult to find fields to apply the sludge; Ian and Doug took part in a tour of Fond du Lac's wastewater plant drying sludge process which is a process which will be looked at in the future at our plant; the removal of fluoride from our water distribution, this item will be placed on the November agenda; and the lead service lateral project contractor has completed over 70 services to date. Additional crews have been brought in.

A spreadsheet was presented with several options to assist with financing of the water and wastewater projects for 2022. The rates presented are favorable. The item will be placed on the November agenda for approval.

A discussion of the 2022 budgets was held. The Business Manager and General Manager will continue to adjust the budgets as necessary. It is anticipated to approve the final budgets at the November meeting.

A motion was made by Busse, seconded by Stephanie, and carried to adjourn and reconvene in closed session to discuss employment, promotion – performance evaluation, benefits and/or compensation of employees per Wisconsin State Statute §19.85(1) (c).

A motion to adjourn and reconvene in open session was made by Stephanie, seconded by Paul.

There were no communications.

Being no further business, the meeting was adjourned.

Scott Busse, Secretary

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

CITY HALL

October 26, 2021

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

OTHERS PRESENT: Mayor Hebl, Randy Jaeckels, Paula Pethan, Ian DeMarre, and Doug Schneider

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 October 26, 2021, agenda.

A motion was made by Stephanie, seconded by Hess, and carried to approve the minutes of the September 28, 2021, meeting.

A motion was made by Hess, seconded by Stephanie, and carried to approve the monthly bills, totaling, \$38,986.49.

The Treasurer's report as of September 30, 2021, indicated the following balances: checking (unrestricted) - \$100,534.58 operating funds; replacement fund (restricted) - \$95,810.48 and Money Market account (loan payments/HRA) (restricted) – \$90,650.91 for a total of \$286,995.95.

The updated 2022 draft sanitary sewer budget was presented and discussed. Action on the budget will be planned for the November meeting.

Under forthcoming events the next Utilities Commission meeting was set for Tuesday, November 23, 2021, at 6:30 p.m.

Being no further business, the meeting was adjourned.

Scott Busse, Secretary