

UTILITIES COMMISSION MEETING

CITY HALL

6:00 P.M.

September 28, 2021

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

OTHERS PRESENT: Mayor Hebl, Randy Jaeckels, Paula Pethan, Brad Zank, Doug Schneider, Ian DeMarre, Kathy Kovach. Via Phone – Justin Schneider and Klein Vogel

A tour of the Wastewater and Pump House 1 facilities was taken prior to the business meeting.

President Klinzing called the September 28, 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 Stephanie, seconded by Paul, and carried to approve the September 28, 2021, agenda.

A motion was made by Hess, seconded by Stephanie, and carried to approve the minutes of August 24, 2021, meeting and the September 14, 2021, special meeting.

President Klinzing welcomed the visitors.

A motion was made by Stephanie, seconded by Busse, and carried to approve the monthly bills, totaling \$658,831.00.

The Treasurer's report as of August 31, 2021, indicated the following balances: checking account (unrestricted) – **\$517,967.75**; Savings and Investments (restricted) - **\$277,111.40**; Electric/Water Reserve Funds(restricted) – **781,514.72**; Rural Development Bond Reserve Account(restricted) - **\$34,220.74** for a total of **\$1,610,814.61**.

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

A brief summary of previous HRA meetings was given. A discussion regarding the proposed plans presented at the September 21, 2021, all-employee meeting and other alternatives took place between the Commission and employees. As a result of the discussion, a motion was made by Stephanie, seconded by Hess, and carried to authorize the management team to calculate numbers for contributions into the HRA based on the two methodologies discussed to be used for budgetary purposes and to reinstitute the sick leave maximum to 896 hours. A motion was made Stephanie, seconded by Busse, and carried authorizing the calculated employee payout to the HRA based on service time with New Holstein Utilities that was presented to employees at the September 21, 2021, all-employee meeting.

The General Manager reported that at this time 23 services had been completed in the lead service lateral replacement project. The contract crew has worked for just over two weeks and have experienced some issues with soil conditions and property challenges. To complete the project by the November 1, 2021, end date, it is likely that the contractor will need to bring in additional crews.

The water/wastewater supervisor report was given.

The first draft of the 2022 electric, water and softener budgets was presented.

Kovach, J. Schneider, and Vogel left the meeting at this time.

A motion was made by Stephanie, seconded by Busse, 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, a motion was made by Busse, seconded by Stephanie to adjourn the meeting.

Scott Busse, Secretary

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

CITY HALL

September 28, 2021

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

OTHERS PRESENT: Randy Jaeckels, Paula Pethan, Ian DeMarre, Brad Zank 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 Stephanie, and carried to approve the September 28, 2021, agenda.

A motion was made by Hess, seconded by Paul, and carried to approve the minutes of the August 24, 2021, meeting.

A motion was made by Busse, seconded by Stephanie, and carried to approve the monthly bills, totaling, \$47,291.62.

The Treasurer's report as of August 31, 2021, indicated the following balances: checking (unrestricted) - \$96,002.85 operating funds; replacement fund (restricted) - \$92,759.48 and Money Market account (loan payments/HRA) (restricted) – \$77,578.33 for a total of \$266,340.66.

The first draft of the 2022 sanitary sewer budget was presented.

Under forthcoming events the next Utilities Commission meeting was set for Tuesday, October 26, 2021, at 6:30 p.m.

Being no further business, the meeting was adjourned.

Scott Busse, Secretary