

UTILITIES COMMISSION MEETING

CITY HALL

6:30 P.M.

November 23, 2021

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

Via Phone: Scott Busse

OTHERS PRESENT: Randy Jaeckels, Paula Pethan, and Ian DeMarre

President Klinzing called the November 23, 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 Hess, seconded by Stephanie, and carried to approve the November 23, 2021, agenda.

A motion was made by Stephanie, seconded by Paul, and carried to approve the minutes of October 26, 2021, meeting.

President Klinzing welcomed the visitor.

A motion was made by Stephanie, seconded by Hess, and carried to approve the monthly bills, totaling \$748,205.91.

The Treasurer's report as of October 31, 2021, indicated the following balances: checking account (unrestricted) – **\$487,879.05**; Savings and Investments (restricted) - **\$345,582.68**; Electric/Water Reserve Funds(restricted) – **803,625.14**; Rural Development Bond Reserve Account(restricted) - **\$34,220.74** for a total of **\$1,671,307.61**.

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

Language changes to the employee HRA plan were discussed. Key items to decide on are age specific for retirement and number of years of service to qualify for the benefit. A motion was made by Stephanie, seconded by Hess, and carried to use the State Retirement language for the eligibility retirement age; set twenty years of service for benefit eligibility and those that can't reach the twenty years of service will qualify for the benefit if they retire from New Holstein Utilities, immediately drawing from the Wisconsin Retirement System.

The General and Business Managers recommended that neither a line of credit nor loan be obtained in 2022 for assisting in financing the water and wastewater projects. WDNR payments for the private lead service lateral funding are being received in a timely manner to make the payment requests from Tenor Corporation. The balance not received through grants can be cash flowed through NHU's own funds at this time. Changes in cash flow may cause a need to revisit the use of a line of credit.

As of November 23, 2021, 123 projects had been completed, with the construction phase of the lead service lateral replacements scheduled to be completed by December 3, 2021. Meyer Plumbing recently began his portion of the project. Concrete work also needs to be completed. Final landscaping will take place in the spring of 2022 for some properties.

A motion was made by Stephanie, seconded by Paul, and carried to distribute the remaining community contributions as follows: New Holstein Community Chest \$350.00; Salvation Army \$150.00 and New Holstein First Responders \$250.00.

A motion was made by Hess, 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).

Busse joined the meeting in person at this time.

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

A motion was made by Stephanie, seconded by Hess, and carried to approve the electric, water and softener budgets for 2022 as presented.

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

November 23, 2021

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

OTHERS PRESENT: Randy Jaeckels, Paula Pethan, and Ian DeMarre

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 November 23, 2021, agenda.

A motion was made by Busse, seconded by Stephanie, and carried to approve the minutes of the October 26, 2021, meeting.

A motion was made by Stephanie, seconded by Busse, and carried to approve the monthly bills, totaling, \$64,214.38.

The Treasurer's report as of October 31, 2021, indicated the following balances: checking (unrestricted) - \$94,729.95 operating funds; replacement fund (restricted) - \$98,861.48 and Money Market account (loan payments/HRA) (restricted) - \$103,724.72 for a total of \$297,316.15.

A motion was made by Paul, seconded by Stephanie, and carried to approve the 2022 sanitary sewer budget as presented.

Under forthcoming events the next Utilities Commission meeting was set for Tuesday, December 28, 2021, at 6:30 p.m.

Being no further business, the meeting was adjourned.

Scott Busse, Secretary