

## CEDARBURG LIGHT & WATER COMMISSION

October 17, 2022

The regular monthly meeting of the Cedarburg Light & Water Commission was held on Monday, October 17, 2022 at 6:00 p.m. at the utility office.

Call to order by President Blaine Hilgendorf

Roll Call: Present – Joseph Dorr, Blaine Hilgendorf, Tim Larson, Andy Moss, David Pagel, Paul Radtke, City Council Member Patricia Thome

Also Present – General Manager Ben Collins, Special Consultant to the Commission Dale Lythjohan, Administrative Manager Mari Lauer, Electric Superintendent Karsten Huse

### STATEMENT OF PUBLIC NOTICE

The Statement of Public Notice was read, and it was acknowledged that the agenda for this meeting was posted and distributed in compliance with the Wisconsin Open Meetings Law.

### APPROVAL OF MINUTES

The minutes of the Special Meeting held on September 13, 2022 were read and approved on a motion by Paul Radtke, seconded by Patricia Thome. Motion carried.

The minutes of the Regular Meeting held on September 19, 2022 were read and approved on a motion by Paul Radtke, seconded by Patricia Thome. Motion carried.

### VOUCHER SUMMARY FOR SEPTEMBER

Accounts Payable, ACH, & Wire Transfers	\$1,802,820.00
Payroll	<u>84,189.00</u>
Total Vouchers	\$ 1,887,009.00

### BANK BALANCE FOR SEPTEMBER

9/1/22 Balance Available	\$ 557,362.61
- Voided check adjustment	3,662.75
+ Deposits	1,968,664.66
- Checks and Other Debits	<u>2,027,609.26</u>
9/30/22 Available Balance	\$ 494,755.26

### REVENUE ITEMS FOR SEPTEMBER

kWh Sold –8,770,862	\$ 1,208,435.32
Water Sold 30,589,662 Gallons	<u>147,382.09</u>
	\$ 1,355,817.41

Water Pumped 37,647,410 Gallons  
Power Purchased – 9,034,850 kWh

## NEW BUSINESS

### ANNUAL ORGANIZATIONAL MEETING

On motion of Patricia Thome, seconded by Tim Larson, Blaine Hilgendorf was elected President for the year beginning October 17, 2022 and ending October 16, 2023. Motion carried.

On motion of Joe Dorr, seconded by Patricia Thome, Andy Moss was elected Vice President for the year beginning October 17, 2022 and ending October 16, 2023. Motion carried.

On motion of Patricia Thome, seconded by Joe Dorr, David Pagel was elected Secretary for the year beginning October 17, 2022 and ending October 16, 2023. Motion carried.

On motion of Patricia Thome, seconded by Paul Radtke, Baker Tilly Virchow Krause, LLP was appointed as the auditor for the year October 17, 2022 and ending October 16, 2023. Motion carried.

On motion of Patricia Thome, seconded by Joe Dorr, BMO-Harris Bank, Summit Credit Union, Port Washington State Bank, Chase Bank, Cornerstone Community Bank, Wells Fargo, Bank First, American Depository Management Company, and State of Wisconsin Investment Pool were named depositories for the ensuing year. Motion carried.

On motion of Patricia Thome, seconded by Tim Larson, Ben Collins was appointed Manager of Public Utilities for the year October 17, 2022 and ending October 16, 2023. Motion carried.

On motion of Patricia Thome, seconded by Paul Radtke, Dale Lythjohan and Ben Collins were appointed as the Primary and Alternate Representatives to the Board of Wisconsin Public Power Incorporated respectively. Motion carried.

On motion of Patricia Thome, seconded by Tim Larson, the News Graphic was approved as the official newspaper for the Cedarburg Light & Water Commission for the ensuing year. Motion carried.

### HEALTH INSURANCE PROVIDER UPDATES

Dale Lythjohan gave a brief recap of health insurance coverage over the past years. WPS, the current provider, notified the City/CL&W that they would be requiring a 77.34% increase for 2023 to remain on the plan. The City of Cedarburg Council recently approved a change in health care providers to the Wisconsin State Health Plan.

Ben Collins gave an overview of the State Health Plan. The State Plan requires that 65% of all WRS eligible employees be enrolled in the plan unless certain conditions

are met. The opt-out payment in lieu is a tool to influence participation and control costs to the utility. The payment in lieu amount will be reviewed annually by the personnel committee and recommended for approval by the commission. This policy may be modified as needed by the General Manager and/or commission.

The commission had a healthy discussion about PPOs, HMOs, and EPO plans. In addition, they discussed deductibles, copays, coinsurance, and prescription drug costs. The commission agreed with the switch to the Wisconsin State Health Plan with an 88% employer contribution of the tier 1 network costs, and the remaining to be the employee cost.

Open enrollment is scheduled for October 17 – November 11.

#### FLEXIBLE SPENDING ACCOUNT BENEFIT RECOMMENDATION; AND ACTION THEREON

In conjunction with the health insurance provider and plan changes, employees and CL&W will no longer be able to contribute to a Health Savings Account (HSA). In an effort to still provide as many options for employees as possible, management has researched alternate options that could provide similar benefits .

It was determined that CL&W could offer a Health FSA and Dependent Care FSA. Three (3) third party administrators were contacted and proposals received. These proposals were evaluated based on multiple criteria including: benefits provided, overall cost to the employer, budgeting impacts, and ease of use for the employee.

Staff recommends that the commission approve Associated Benefits Connection as CL&W's Health and Dependent Care FSA provider for the 2023 Plan year.

A motion was made by Patricia Thome, seconded by Tim Larson, to approve Associated Benefits Connection as CL&W's health and dependent care FSA provider. Motion carried.

#### TOTAL COMPENSATION REVIEW PROCESS AND STRATEGY

Ben Collins and the commission discussed upcoming wage review parameters and pay studies. Management has engaged MRA to perform an analysis that will help the utility update the full compensation study that was performed in 2021 based on these macro events. Management will also be internally analyzing how benefit changes (including health insurance) have affected regional competitiveness.

The personnel committee will be meeting later this month to discuss potential compensation changes and options. They will make a recommendation to the full commission at the November meeting.

#### REVIEW REQUEST FOR PAYMENT FOR PROPERTY RESTORATION BY PROPERTY OWNER; AND ACTION THEREON

A utility customer is requesting a liability payment from CL&W due to ground cover disruption caused by the utility (Electric & AT&T) during recent upgrades and rebuilds in the Dorchester Subdivision which began in the fall of 2021.

Karsten Huse provided a summary to the commissioners prior to the meeting regarding the customer's claim. He discussed the installation of equipment boxes on the customer's property, multiple meetings and communications with the customer, relocation of utility equipment, and prior property restoration.

A motion was made by David Pagel, seconded by Tim Larson, to approve a good-faith payment of \$1,000 to the CL&W customer, to help with costs incurred due to ground cover disruption of his property. The customer will be required to sign a waiver prior to payment. Motion carried (6-1) with Commissioners Dorr, Hilgendorf, Larson, Moss, Pagel, and Thome voting in favor; and Commissioner Radtke voting against.

### CITY COUNCIL, MANAGER AND DEPARTMENT REPORTS

The Manager & Department Reports were provided to the commissioners in advance of the meeting. The full reports can be reviewed in the electronic commission packet.

#### **Electric Update:**

- Outages
  - 2022 Electric Service Outages to date: 15
  - 2021 year-end total → 14
  - 2020 year-end total → 12
  - 2019 year-end total → 20
  - 2018 year-end total → 11

#### **Water Update:**

- September Water Pumpage Gallons
  - 2022 = 37,647,410
  - 2021 = 40,899,250
  - 2020 = 37,556,580

#### **Office Update:**

- The new electric rates went into effect October 1, 2022. Customers will receive notification with their November bills.
- Office staff tracks customer payment methods each year during the month of September. Electronic payment methods continue to trend upward, including web payments, automatic payments (ACH), and electronic bill pay (EBP). In-person payments continue to trend downward, including drive-up, drop box and lobby. Payments by mail are also declining.
- Public Power Week is being recognized at the utility during the month of October. Customers can stop by with non-perishable food items and be

entered into a drawing for a \$50 bill credit. The donated food items will benefit the Ozaukee County Family Sharing.

- The last recycling event for 2022 was held on September 24 at the Firemans' Park, Approximately 450 vehicles passed through with electronics and appliances. The Cedarburg Fire Department and Refrigerant Depot were key in making this event a success.

### APPROVAL OF BILLS

The bills, as listed on the Check Register were audited, and a motion was made by Paul Radtke, seconded by Patricia Thome, to approve the bills for payment. Motion carried.

### ADJOURN

A motion was made by Tim Larson, seconded by Patricia Thome, to adjourn at 7:39 p.m. Motion carried.