

# CEDARBURG LIGHT & WATER COMMISSION

March 20, 2023

The regular monthly meeting of the Cedarburg Light & Water Commission was held on Monday, March 20, 2023 at 6:30 p.m. at the utility office.

Call to order by 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, Administrative Manager Mari Lauer, Staff Accountant Keri Guidinger

## 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 Regular Meeting held on February 20, 2023 were read and approved on a motion by Patricia Thome, seconded by Tim Larson. Motion carried.

## VOUCHER SUMMARY FOR FEBRUARY

Accounts Payable, ACH, & Wire Transfers	\$ 1,753,501.00
Payroll	<u>85,506.00</u>
Total Vouchers	\$ 1,839,007.00

## BANK BALANCE FOR FEBRUARY

2/1/23 Balance Available	\$ 462,560.72
+ Deposits	1,567,910.76
- Checks and Other Debits	<u>1,045,664.49</u>
2/28/23 Available Balance	\$ 984,806.99

## REVENUE ITEMS FOR FEBRUARY

kWh Sold 7,986,664	\$ 844,662.42
Water Sold 23,153,300 Gallons	<u>124,482.28</u>
	\$ 969,144.70

Water Pumped 29,844,220 Gallons  
Power Purchased – 8,227,248 kWh

## NEW BUSINESS

### PRESENTATION OF THE OFFICE AND CUSTOMER SERVICE ANNUAL REPORT

Administrative Manager Mari Lauer provided the annual office update. The presentation was intended to review key activities from 2022, and the upcoming projects for 2023 and beyond.

Mari discussed the high points from 2022 including: General Manager position hiring, State Insurance conversion, office staff operating one staff member short, customer service focus, electric and water rate cases, accounting software changes, and cyber security.

In 2023 staff will be focusing on:

- Administrative: business plan, succession planning, and philanthropic and community engagement committee.
- Customers: WPPI will be conducting a large business survey. The utility is currently absorbing all credit card fees, but management is looking at changing the credit card fees to have customers absorb individual fee costs. The website will be reviewed, videos will be added, and more online tools will be available for customers.
- Accounting: Financial Manager/Analyst will be added in 2023, GASB 96 implementation, and working through the annual financial calendar.
- Employees: onboarding of new and future employees, employee comp study, policies review, health and wellness, and continued employee training.

The presentation is available electronically.

### WATER RATE CASE UPDATE

The PSC held the public hearing on February 28 for the water rate case. Two customers joined the hearing and provided feedback for the record. Both the PSC representatives and CL&W staff provided responses to the customers. On March 10, the PSC provided a formal decision regarding the case and gave the utility 90 days to implement the new rates. The utility notified the PSC that the rates will go into effect April 1, 2023.

### APPA LEGISLATIVE RALLY UPDATE

Commissioner Andy Moss gave an overview of the recent APPA Legislative Rally in Washington DC. Andy provided handouts to the commissioners with an overview. Senator Ron Johnson was able to spend time with the group, but the other state legislators were all in scheduled sessions.

## POTENTIAL NEW RATE CLASSIFICATION RG3 DISCUSSION

The PSC has approved a new 3-Tier Residential Time-of-Day rate. The rate was developed using WPPI's super off-peak period to encourage customers to shift consumption that can be scheduled at a lower cost period. This rate is EV-friendly, as the off-peak window is long enough to support sufficient charging on a Level 2 charger for most BEVs and PHEVs. This helps all customers as a more levelized usage across all hours increases the load factor and helps to lower overall power supply costs.

## 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.

The financial audit is in process with Baker Tilly. Jodi Dobson will present the final report to the commission at the April meeting.

The April commission meeting is scheduled for Tuesday, April 18. The WPPI Board of Directors Meeting is scheduled for April 27. Ben will be attending the APPA Engineering and Operations Conference which is scheduled for April 30-May 3.

## APPROVAL OF BILLS

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

## ADJOURN

A motion was made by Paul Radtke, seconded by Tim Larson, to adjourn at 8:10 p.m. Motion carried.