

## CEDARBURG LIGHT & WATER COMMISSION

December 18, 2023

The regular monthly meeting of the Light & Water Commission was held on Monday, December 18, 2023 at 6:00 p.m. at the utility office.

Call to order by City Council Member Patricia Thome

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

Excused – Blaine Hilgendorf

Also Present – General Manager Ben Collins, Administrative Manager Mari Lauer, Electric Superintendent Karsten Huse, Staff Accountant Keri Guidinger, Staff Accountant Jessica Cotter

### 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 November 20, 2023 were read and approved on a motion by Joseph Dorr, seconded by Tim Larson. Motion carried without a negative vote.

### VOUCHER SUMMARY FOR NOVEMBER

Accounts Payable, ACH, & Wire Transfers	\$ 1,284,306.00
Payroll	<u>141,224.00</u>
Total Vouchers	\$ 1,425,530.00

### BANK BALANCE FOR NOVEMBER

11/1/23 Balance Available	\$ 771,855.95
+ Deposits	1,539,859.11
- Checks and Other Debits	<u>1,494,799.34</u>
11/30/23 Available Balance	\$ 816,915.72

### REVENUE ITEMS FOR NOVEMBER

kWh Sold 8,143,411	\$ 865,207.06
Water Sold 27,221,581 Gallons	<u>162,413.14</u>
	\$ 1,027,620.20

Water Pumped 32,654,170 Gallons  
Power Purchased – 8,394,687 kWh

## NEW BUSINESS

### ELECTRIC RATE CASE PRESENTATION BY NICOLE GULD OF WPPI ENERGY

Nicole Guld, Rate Analyst II with WPPI Energy presented the proposed electric rate application to the commission. She discussed:

- Steps in the rate application process including the application, PSC submission/review/public hearing, and notification to customers
- Proposed overall electric rate increase of 8.73%, with 6% Rate of Return (ROR)
- Factors considered in the rate design, customer charge, and the impact on customer bills
- An average residential customer that uses 665 kWh's would see a \$7.39 increase (8.6%), and an average commercial customer that uses 1,146 kWh's would see a \$15.65 increase (10.9%)
- Street lighting would have a large increase
- Proposed rates would be 26% less than We Energies rates
- Goal is to submit the rate case to the PSC by end of year. Currently the PSC is averaging 200 days to make a final decision

### BUDGET PRESENTATION; AND ACTION THEREON

The 2024 Financial Budget was provided to the Commissioners prior to the meeting and can be viewed electronically.

Staff Accountants Keri Guidinger and Jessica Cotter presented highlights of the electric and water 2024 Capital and O&M budgets.

A motion was made by Patricia Thome, seconded by Tim Larson, to approve the 2024 Capital and O&M Budgets. Motion carried without a negative vote.

### REVIEW VACATION POLICY; AND ACTION THEREON

At the September 2023 commission meeting, a new vacation allotment schedule was approved based on benefit changes made by the City of Cedarburg. With the change, the CLW Vacation Policy must be updated to reflect the new schedule. Staff made other changes to modernize the policy and make it consistent with the overall scope of the CLW policy modernization project. The updated policy was presented to the commission.

A motion was made by Joseph Dorr, seconded by David Pagel, to adopt the changes to the vacation policy as presented with an effective date of January 1, 2024. Motion carried without a negative vote.

## CITY COUNCIL, MANAGER AND DEPARTMENT REPORTS

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

All employee performance reviews are complete, and a summary will be provided to the commissioners. Employee compensation letters will be handed out before the holidays.

Engineering model and projection study continues. The final draft of the distribution study and 5-year planning document is being reviewed by utility staff.

The lead water service line replacement program continues to evolve. The program updates were presented to the Cedarburg Common Council on December 11.

The next commission meeting will be held on Tuesday, January 16.

## APPROVAL OF BILLS

The bills, as listed on the Check Register were audited, and a motion was made by Joseph Dorr, seconded by Tim Larson, to approve the bills for payment. Motion carried without a negative vote.

## ADJOURN TO CLOSED SESSION

A motion was made by Paul Radtke, seconded by Patricia Thome, to adjourn to closed session at 7:21 p.m. Pursuant to Wis. Stats. 19.85 (1)(g) to confer with legal counsel for the Commission who is rendering oral or written advice concerning strategy to be adopted with respect to litigation in which it is or is likely to become involved, specifically regarding Well #4 update.

Pursuant to Wis. Stats. 19.85 (1) (c) to consider employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility; specifically to discuss compensation and job performance of General Manager, Ben Collins. Motion carried on a roll call vote with Joseph Dorr, Tim Larson, Andy Moss, David Pagel, Paul Radtke, and Council Member Patricia Thome voting aye and Blaine Hilgendorf excused.

## CONSIDER ITEMS DISCUSSED IN CLOSED SESSION; AND ACTION THEREON

A motion was made by Patricia Thome, seconded by Tim Larson to adjust the General Manager's base pay and other compensation related items as discussed in closed session. Motion carried without a negative vote.

## ADJOURNMENT

A motion was made by Paul Radtke, seconded by Andy Moss, to adjourn at 8:14 p.m. Motion carried without a negative vote.