

Official Public Notice
MEETING OF THE MUNICIPAL UTILITY COMMISSION
CITY OF RICHLAND CENTER, WISCONSIN
Agenda
Wednesday, December 11, 2024 5:30 PM,
COUNCIL ROOM, MUNICIPAL BUILDING, 450 S. MAIN ST., RICHLAND CENTER, WI 53581 & VIRTUALLY
MEETING WILL BE HELD IN PERSON AND VIA WEBEX.

WEBEX:
PHONE: Call 1-415-655-0001

ENTER MEETING NUMBER: 25546203409# ENTER PASSWORD: 33676859#

<https://rcfdwi.my.webex.com/rcfdwi.my/j.php?MTID=m92e9150344c028b586c8c27b76a4fe6b>

1. Roll Call - determine that the meeting was properly noticed
2. Motion to waive the reading of the minutes of the last meeting(s) in lieu of printed copies and approve the same.
 - A. November Minutes
3. Treasurer's Report/Investment of Utility Funds
 - A. Treasurers Report
4. Monthly bills.
 - A. Electric
 - B. Water
 - C. Sewer
5. Safety
6. Water Superintendent Report
7. WWTP Superintendent Report.
8. Utility Manager/ Electric Superintendent Report
9. Correspondence.
10. Discussion and possible action on the 2024 revised WWTP Rate study amendment
11. Discussion and possible action on adapting the revised Utility Personnel Handbook
12. Public Comments. Members of the public are welcome to express their opinion on item(s) not appearing on this agenda.
13. Commissioners or audience request, etc.
14. Closed Session - Consideration of moving into closed session pursuant to Wis. Stat. sec 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. For the purpose of conducting employee evaluation, consider wage adjustment and considering promotions.
15. Reconvene in open session pursuant to Wisconsin Stat, Sec 19.85(2) to vote on matters discussed during closed session. Roll call vote if motion is not unanimous.
16. Adjourn

Posted this 9th day of December on or before 4:00 P.M.
Copy to the Richland Observer (official newspaper)

Please Note: That upon reasonable notice, a minimum of 24 hours in advance, , efforts will be made to accommodate the needs of disabled individuals through appropriate aids and services. For additional information or to request this service contact Ashley Oliphant, Mayor at 450 S Main St., Richland Center, WI 53581 or call 608-647-6428. City Utilities of Richland Center is an equal-opportunity employer/provider.

MINUTES OF A MEETING OF THE RICHLAND CENTER
MUNICIPAL UTILITY COMMISSION
Wednesday, November 13, 2024 5:30p.m.,
Council Room, Municipal Building, 450 S Main St, Richland Center WI 53581
This Meeting was held in person and via WebEx Due to the Covid-19 Pandemic

Members present: Sawle, Melby, Nice, Coppernoll, Heiar (via WebEx), Collins and Downs.
Members absent: None
Other present: Gald, Fischer, Krueger

President Sawle called the meeting to order at 5:30p.m. The meeting had been properly posted.

Motion by Downs, second by Collins to approve the minutes of the last meeting as printed. All voting aye upon voice vote, motion carried.

The Treasurer's report was received and filed.

Motion by Nice, second by Collins to approve the Electric Bills for November totaling \$642,775.39. Also acknowledges the balance for October, thus totaling \$1,322,265.76. All voting aye upon roll call, motion carried.

Motion by Collins, second by Melby to approve the Water Bills for November totaling \$150,898.53. Also acknowledges the balance for October, thus totaling \$65,237.62. All voting aye upon roll call, motion carried.

Motion by Sawle, second by Melby to approve the Sewer Bills for November totaling \$159,582.72. Also acknowledges the balance for October, thus totaling \$230,409.33. All voting aye upon roll call, motion carried.

Gald reported that Steve Elhers has went around and did field visits for all departments with no issues to report. There was also some discussion regarding requirements for Hi-Vis clothing.

Water Superintendent Krueger reported that they did have the walk through for the punch list for GPRO. There was not much on the water side. Staff has completed valve exercising and are now working on winter hydrant maintenance. The large meter testing was completed with no surprises. Well house meter testing is next week. The service line inventory was turned in by the deadline. Steve has a letter to send out to customers with lead and galvanized services. Staff has comp time and vacation time on the calendar to use up before the end of the year.

Wastewater Superintendent Fischer reported that he has been working on the budget with Scott. There is a wet industry in town that is asking to get back on our system. We did review our rate case with Egg Specialty added as a customer so that has changed things for our rate and if the wet industry comes onto our system that could change things again. Todd would like to have a one year rolling contract with this customer. If they come onto our system that could also change who hauls into our plant. The commission may have some big decisions to make next month.

Electric Superintendent/Utility Manager Gald reported that he has been working on budgets. As a utility we participated in Trunk or Treat. Grant, JJ Abby has done some training at WPPI. The electric department is at full staff. They have been working on some underground and concrete work. JJ has really stepped up as the lead guy. They worked on Rotary lights on 10/30th. All the trees are wrapped. We are getting closer to AMI. Honeywell has the fix for the meters falling asleep. We have 1,000 meters ready to go. Scott also reported that our accounting coordinator resigned. He feels that it is best to not post the position at this time, but would like to evaluate the office to see staffing needs.

Lenny Schaub was the alternate on The Board of Directors for WPPI. He is no longer on the commission and can no longer serve. Collins nominated Scott Sawle to be the alternate on The Board of Directors, second by Melby. All voting aye upon voice vote, motion carried.

Utility Manager Gald sent the commissioners a packet with budgets for each utility. The wastewater has so many variables and the power cost has been bellow budgeted from WPPI. Melby made a motion, second by Downs to approve the FY25 Utility Budget. All voting aye upon roll call, motion carried.

Gald is hopeful that the revision of the Employee Handbook will be on the agenda for next month. There is some wording that the attorney is still working on.

There was nothing for correspondence.

No public comments.

Collins wanted to thank employees for all they do. Coppernoll also said the same. Sawle likes the feel of everyone working together. Nice says he can tell the atmosphere has defiantly changed. Melby and Downs feel the same.

Motion made by Collins, second by Coppernoll to adjourn. All voting aye upon voice vote, motion carried without dissent at 6:16p.m. Meeting adjourned.

Minutes Submitted by:

Angie Edwards