

CITY OF SHEBOYGAN
BOARD OF WATERWORKS COMMISSIONERS MINUTES
Monday, October 16, 2023

OPENING OF MEETING

The Board convened at 3:32 PM.

Present: Secretary Tom Howe, Member Rich Dale. Superintendent Joe Trueblood

President Van De Kreeke was excused.

1. Pledge of Allegiance

All present honored the flag of the United States of America.

MINUTES

2. Approve minutes of the Sept. 18, 2023 meeting

Commissioner Howe made a motion, seconded by Commissioner Dale, to approve the minutes of the Sept. 19, 2023 meeting. Motion passed unanimously.

REPORTS

3. Financial reports and approval of vouchers

Superintendent reviewed the financial reports prepared by Senior Accountant Gottsacker. Utility cash balance will continue to decline as ARPA monies are fully spent out. The federal direct spending grant of \$2.0M for the RWI project was received and has gone directly toward a contractor pay ap. General vouchers of \$4,272,411.38 and gross payroll of \$301,312.14 were reviewed. Commissioner Dale made a motion, seconded by Commissioner Howe, to accept the financial reports and approve the vouchers as presented. Motion passed unanimously.

4. Superintendent's report including operations, construction-maintenance, customer relations/fiscal, and RWI project

Superintendent reviewed the monthly reports prepared by departmental supervisors. Commissioner Dale made a motion, seconded by Commissioner Howe, to approve the reports as presented. Motion passed unanimously.

Superintendent updated the Board on the RWI project. On-shore work continues on or close to schedule but some delays have now occurred due to damage to a 20" finished water line that Utility staff must repair. Pump and generator units are close to testing phase. The building shell will soon be complete including the roof. Grading of the ravine will soon continue. Intake pipeline is now at 5,100' from shore with 1,400' yet to install. The pipeline contractor will remain onsite until completion of the pipeline.

ITEMS FOR DISCUSSION AND POSSIBLE ACTION

5. Election of Officers

Due to President Van De Kreeke's excused absence, the Commissioners postponed the election to November and maintained existing officers.

6. Approval of R.O. transmitting third quarter report to Council

Commissioner Dale made a motion, seconded by Commissioner Howe, to submit the third quarter report to Council. Motion passed unanimously.

7. Approval to purchase water meters

Superintendent reviewed a proposal from Badger meter for 480 M25 disc meters and 30 M70 disc meters (w Orion) at a total cost of \$41,996.40. Commissioner Dale made a motion, seconded by Commissioner Howe, to approve the purchase. Motion passed unanimously.

8. Update on water rate case submitted to WI PSC

Superintendent noted that the Utility had received a lengthy information request from WI PSC and Senior Accountant Gottsacker had gathered information in response. Superintendent anticipates that WI PSC will now complete their cost of service study (COSS) which determines revenue requirement in each rate category such as residential, commercial, industrial, wholesale, etc. Although water rates will remain comparable to similar utilities in the state, the costs associated with the monumental RWI project will have to be recovered through ongoing rate increases over the next decade. Superintendent has emphasized this message throughout the lengthy planning phase of the RWI project.

PERSONNEL

NEXT MEETING

9. Next meeting will take place on: November 20. 2023

ADJOURN

10. Motion to Adjourn

At 4:24 PM, Commissioner Dale made a motion to adjourn, which was seconded by Commissioner Howe. Motion carried unanimously.