

CITY OF SHEBOYGAN
BOARD OF WATERWORKS COMMISSIONERS MINUTES
Monday, October 17, 2022

OPENING OF MEETING

The meeting convened at 3:30 PM with all Commissioners present.

1. Pledge of Allegiance

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

2. Election of Officers

Commissioner Howe made a motion, seconded by Commissioner Dale, to nominate Gerald Van De Kreeke as Board President. There were no other nominations for President. Commissioner Dale then made a motion, seconded by Commissioner Van De Kreeke, to nominate Thomas Howe as secretary. There were no other nominations for Secretary. Both motions passed unanimously.

MINUTES

3. Approval of minutes from September 19, 2022 meeting

Commissioner Dale made a motion, seconded by Commissioner Howe, to approve the minutes of the September 19, 2022 meeting. Motion passed unanimously.

REPORTS

4. Financial reports and approval of vouchers

Commissioner Van De Kreeke made a motion, seconded by Commissioner Dale, to approve the financial reports and the vouchers as presented. Motion passed unanimously.

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

Commissioner Dale made a motion, seconded by Commissioner Howe, to approve the Superintendent's report as presented. Motion passed unanimously.

ITEMS FOR DISCUSSION AND POSSIBLE ACTION

6. Request approval of rate study proposal from Baker Tilly

Superintendent presented a proposal from Baker Tilly for a water rate study. Due to increasing expenses from the raw water improvements project, water rates will need to increase over the coming years. Superintendent recommended considering biannual rate increases until the financial situation stabilizes after the large increase in debt service. Commissioner Dale made a motion, seconded by Commissioner Van De Kreeke, to accept the Baker Tilly proposal for a cost not to exceed \$21,500. Motion passed unanimously.

7. Review ETF resolutions related to new 218 Agreement

Superintendent reviewed information about 218 Agreements with WI ETF. Previously the Board has been operating under the City of Sheboygan 218 Agreement. However, by having its own Agreement, the Board would be in a position to offer group health insurance and other benefits through ETF. After the Board's initial application, WI ETF determined the Board did qualify for its own 218 Employer Agreement. This will now go into effect on January 1, 2023. Superintendent reviewed other documents and resolutions necessary for this transition including allowing provision of WI Retirement System, WI Deferred Compensation, life insurance, and certain agency assignments. Commissioner Van De Kreeke made a motion, seconded by Commissioner Dale, to accept and execute all necessary documents/resolutions with WI ETF. Motion passed unanimously.

8. Request approval of final 2023 Water Utility budget

Superintendent reviewed the proposed final 2023 Water Utility budget. This included a few changes such as additional capital expenditure for filter rehab/replacement. After discussion, Commissioner Van De Kreeke made a motion, seconded by Commissioner Dale, to approve the 2023 final Water Utility budget and to authorize transmitting it to Council by R.O. Motion passed unanimously.

9. Review status of Raw Water Improvements (RWI) project

Superintendent reviewed project status including arrival of the crane barge for near-shore work, ongoing fill of the park ravine, completion of underground raw water line replacement, and start of the temporary parking lot.

10. Review requirements of upcoming UCMR

Superintendent reviewed information on the upcoming Unregulated Contaminant Monitoring Rule (UCMR5). This will require the Utility to do additional testing for PFAS compounds and lithium. Results are used to further research and understanding of new contaminants.

11. Request approval of R.O. transmitting third quarter report to Common Council

Commissioner Van De Kreeke made a motion, seconded by Commissioner Dale, to approve sending the third quarter report to Council. Motion passed unanimously.

12. Request approval of proposal for engineering services on S. Taylor Drive project

Superintendent reviewed a proposal from Strand Engineering for water main design engineering services for a state project on S. Taylor Drive near Union Ave. The Utility has problematic 16" water main that it would like to replace with a larger size. Commissioner Dale made a motion, seconded by Commissioner Van De Kreeke, to accept the proposal for a cost not to exceed \$16,000. Motion passed unanimously.

13. Review other benefit changes

Superintendent reviewed various benefit issues and provided an update on the mCPI figure which remains high.

PERSONNEL

14. Review changes to standby policy

Superintendent reviewed issues involved with distribution standby, whereby a Utility staff member is available for after-hours response. Staff has recommended enlarging the pool of participating positions to include service technicians.

NEXT MEETING

15. Next meeting will take place on: November 21, 2022

The next meeting date will be November 21, 2022 at 3:30 PM.

ADJOURN

16. Motion to Adjourn

At 5:30 PM, Commissioner Van De Kreeke made a motion to adjourn, seconded by Commissioner Howe. Motion passed unanimously.