

Feb 18, 2025

Secretary Walt Gander called the monthly meeting of the Eagle River Light, Water and WWTP Commission to order at 1:05 p.m.

Roll Call: Dan Grosskopf, Dan Dumas, Walt Gander and David Eibner. Absent: Jeff Hyslop.

Others in attendance: Mike Sanborn, Robin Ginner and John Laszczkowski.

Motion by Dan Grosskopf, second by Dan Dumas to approve the agenda. Carried.

Motion by Dan Grosskopf, second by Dan Dumas to approve the minutes of the previous meeting. Carried.

Motion by Dan Grosskopf, second by Walt Gander to approve payment of the accounts payable bills. Roll call vote: Dan Grosskopf, aye; Walt Gander, aye; Dan Dumas, aye; David Eibner, aye; Carried.

Motion by Dan Dumas, second by Dan Grosskopf to approve January's electronic payments/manual checks. Roll call vote: Dan Dumas, aye; Dan Grosskopf, aye; David Eibner, aye; Walt Gander, aye; Carried.

Secretary Walt Gander opened for comments on any correspondence included in the agenda package: Mike discussed in detail the DNR's findings and our proper responses in this process. No additional comments or discussion.

Secretary Walt Gander opened for discussion of staff reports:

Jesse Roberts was not present; John discussed the public benefit payouts for December and January - we credited 39 low-income customers \$165 on their utility bills, totaling \$6,435.

John Laszczkowski briefly discussed financial activities for the month of January. All three utilities were financially impacted by 3 payroll pay periods this month – only happens twice a year. On the electric side, our margins continue to be strong and WPPI's electric costs are running 8.6% below budget. As a result, our customers continue to benefit from negative power cost adjustments. On the sewer side, this is the first month with the 8% rate increase. That rate change helped offset the additional payroll expense, as well as the lack of any landfill revenue. Lastly, just an observation from my year-end review – last year our interest income from Peoples State Bank was \$37,355. They have done a nice job helping us manage our operating cash reserves by setting up an efficient sweep account and providing us favorable interest rates on our idle funds. On the accounts receivable side, our past due accounts are at a manageable level and very similar to last year's winter moratorium season.

Mike Sanborn discussed his operational report in additional detail, including progress on the water AMI meter conversion process, frost levels, our recent conversion to 4–10-hour days and the impact of colder temps on managing the WWTP plant operations.

Motion by Dan Grosskopf and second by Dan Dumas to adjourn to Closed Session according to Wisconsin State Statute 19.85 (1) (c); Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility. Roll call vote: Grosskopf, aye; Dumas, aye; Eibner, aye; Gander, aye. Carried.

- i. Employee succession planning for billing/utility clerk – update/discussion/timeline.

Motion by Dan Dumas and second by Dan Grosskopf to return to open session to act on matters discussed in closed session if any action is needed. Roll call vote: Dumas, aye; Grosskopf, aye; Eibner, aye; Gander, aye. Carried.

Motion by Dan Grosskopf and second by Dan Dumas to direct Mike Sanborn & John Laszczkowski to begin the process of advertising in June for a replacement for the utility clerk position and budget \$20,000 of additional payroll expense for the additional hire so an overlap of training can properly be started around September. Roll call vote: Grosskopf, aye; Dumas, aye; Eibner, aye; Grander, aye. Carried.

Approval of SEH Engineering change orders for the 2025 water tower project.

- Add isolation valves for the smooth end sample tap and pressure transducer. Cost of \$0.00 if we supply the material.
- Modify the platform drain discharge to bring it up to current DNR standard. Cost of \$9,500.
- Install new jacket on water tower stand pipe. Cost of \$10,200.
- Bring the non-compliant water tower roof hatch up to DNR code. Cost of \$4,180.
- Replace water tower mud valve (previously approved). Cost of \$5,775.

After a discussion regarding the original SEH project estimate of \$574,200, the updated project cost of \$603,865 and the estimated borrowing of up to \$625,000; motion by Dan Grosskopf and second by Dan Dumas to approve all the SEH change orders as presented. Roll call vote: Grosskopf, aye; Dumas, aye; Eibner, aye; Gander, aye. Carried.

Discuss/approval to donate cost of water for the fairgrounds skating rink.

After a brief discussion a motion by David Eibner and second by Dan Dumas to approve donating the cost of water for the fairgrounds skating rink. Roll call vote: Eibner, aye; Dumas, aye; Grosskopf, aye; Gander, aye. Carried.

Motion by Dan Grosskopf, second by Dan Dumas to adjourn at 1:55 P.M. Carried.

John Laszczkowski
Recording Secretary
