

August 19, 2025

President Debra Brown called the monthly meeting of the Eagle River Light, Water and WWTP Commission to order at 1:00 p.m.

Roll Call: David Eibner, Walt Gander and Debra Brown.

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

Motion by Walt Gander, second by David Eibner to approve the agenda. Carried.

Motion by Walt Gander, second by David Eibner to approve the minutes of the previous meeting. Carried.

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

Motion by Walt Gander, second by David Eibner to approve July's electronic payments/manual checks. Roll call vote: Walt Gander, aye; David Eibner, aye; Debra Brown, aye; Carried.

President Debra Brown opened for comments on any correspondence included in the agenda package: No additional comments or discussion.

President Debra Brown opened for discussion of staff reports:

Jesse Roberts was not present.

John Laszczkowski discussed financial results through July. At this point, strong summer/weather-related sales in the electric and water utilities continue to benefit our profitability level. The sewer utility remains a significant challenge with decreasing landfill revenue and a growing list of PFAS-related expenses. Other than further sewer rate increases, our solutions are somewhat limited. Our receivables continue to have a very low past due percent of just over 1%.

Mike Sanborn discussed his operational report in additional detail, including the near-completion of the water tower refurbishing project, the updated Aqualis sewer repairs, present PFAS concerns and utility work on the Silver Lake Road reconstruction project. The remaining topics will be discussed as listed action items.

Motion by Walt Gander and second by David Eibner 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: Gander, aye; aye; Eibner, aye; Brown, aye. Carried.

- i. Approval of new Billing/Utility Clerk.
- ii. Succession planning for various utility positions.

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

Motion by David Eibner and second by Walt Gander to approve the hiring of Jennifer Kennedy as the new Billing/Utility clerk at an hourly rate of \$25.00/hour, along with the additional Light & Water payroll benefits as she becomes eligible for them. Roll call vote: Eibner, aye; Gander, aye; Brown, aye; Carried.

Approval of the following three phases of a MSA agreement on a time and material basis:

- **Phase 100 – supplying USDA American Iron & Steel (AIS) documentation from past projects. Estimated - \$1,200 (Complete)**
- **Phase 200 – develop Chemical Phosphorus Removal Standard Operating Procedures. Estimated fee \$1,200.**
- **Phase 300 – WWTF PFAS related assistance. Estimated fee \$6,000.**

After a detailed update from Mike Sanborn and a group discussion regarding the three phases, motion by David Eibner and second by Walt Gander to approve all three phases of the MSA agreement as presented. Roll call vote: Eibner, aye; Gander, aye; Brown, aye; Carried.

Approval of the Memorandum of Understanding regarding the Wisconsin Energy Fuel Information Web Service with the Wisconsin Department of Administration (DOA).

After a brief discussion regarding the benefits of this memorandum and WPPI's strong recommendation for this arrangement, motion by Walt Gander and second by David Eibner to approve signing and executing this memorandum. Roll call vote: Gander, aye; Eibner, aye; Brown, aye; Carried.

Motion by Walt Gander, second by David Eibner to adjourn at 1:50 P.M. Carried.

John Laszczkowski
Recording Secretary
