

COLUMBUS WATER & LIGHT  
COMMISSION MEETING  
FEBRUARY 23, 2022

CWL Commission President Motiff called the CWL Commission meeting to order at 6:00 pm. Commissioners present via video conference call: Andler, Basten and Mayor Arnold. Also, present at the meeting was Jason Lietha from Ruekert & Mielke, Energy Service Representative Anna Stieve, Lead Lineman David Koenig and Superintendent Kaltenberg. Excused Lang and Schulze.

It was reported that the City Clerk, as required by appropriate Wisconsin Statutes, had given proper public notice of the meeting.

The Agenda for the meeting was approved on a motion by Arnold, second by Andler. Motion carried.

Visitor's Comments and Utility Communications: Jason Lietha, Ruekert & Mielke, presented the 2022 STH 89 (Farnham Street) Construction Administration, Task Order 2022-CWL01. Motion was made by Basten, second by Andler approve the 2022 STH 89 (Farnham Street) Construction Administration not to exceed \$48,113.00 with the funding for the 2022 STH 89 (Farnham Street) Project to come from the Utility General Fund-LGIP #13-#1314. Motion carried.

CWL Energy Service Representative Anna Stieve presented the E3P 2022 update. The Commission consensus was to keep the programs listed in Anna's memo with adding matching incentives to the currently available Focus on Energy Incentives listed in Appendix A of the memo. Anna stated she will verify and remove the gas utility only incentives.

The Consent Agenda which consisted of the January 20<sup>th</sup> CWL Commission Meeting minutes, Monthly Treasurer's Report, the Outage Report and the January Pre-Audit Financials, was approved on a motion from Basten, second by Arnold. Motion carried.

**UNFINISHED BUSINESS:**

There was no unfinished business.

**NEW BUSINESS:**

Commissioner Aspuro arrived at the meeting at 6:35 p.m.

Commissioner Aspuro stated she found a discrepancy in the 2022 STH 89 (Farnham Street) Construction Administration, Task Order 2022-CWL101 on the first page under #2. Scope of Services for R/M, (C). Weekly on-site progress meetings (assume three meetings). Compared to the last page, Professional Fee Estimate on the third line under Phase 1, Weekly Onsite Progress Meeting (Assume 4 Meetings). Sup't Kaltenberg will contact Jason Lietha from Ruekert and Mielke for clarification on the discrepancy.

Cash Disbursements/Accounts Payable Reports: The Commission reviewed the January Cash Disbursements Report. Checks numbered 22476-22512 and 43 wire and ACH transfers, totaled \$1,088,309.83. The Commission reviewed the Accounts Payable Report and ordered paid 35 requests totaling \$118,148.47. Motion by Andler, second by Arnold to approve paying the 35 requests from the AP Report and to transfer \$106,912.50 from The Utility General Fund-LGIP #13-#1314 to the General Fund Checking #1310. Roll call vote, Basten aye, Aspuro aye, Motiff aye, Arnold aye and Andler aye. Motion carried. Reports were approved and placed on file.

Superintendent Review: The Commission discussed a time frame of 3-6 months to evaluate Superintendent Kaltenberg. The Commission agreed that the current job descriptions need to be updated before an evaluation could be done. President Motiff asked if any Commissioners would like to be part of a subcommittee to assist Kaltenberg and Koenig on updating the necessary changes to the job descriptions.

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Commissioner Aspuro volunteered. President Motiff stated she will reach out to Commissioners Schulze and Lang to see if either of them would also be interested in being part of the subcommittee.

**REPORTS:**

Mayor Comments: The Mayor stated she was reading the book “If I were a Lineworker” and asked if more books were available for the book store. (which there are and Sup’t Kaltenberg will make sure to take some to the library) She also asked if Water and Light would notify her of any information or upcoming activities that could be highlighted in her Mayor report at City Council meetings.

Superintendent Kaltenberg’s Report:

- The CWL crew has been working on the following:

Hwy 89 Project – pole relocations due to road project.

Open Point Field Inventory

Electric service upgrades

Year-end inventory

Elementary School – electrical upgrade

Tree Trimming

- On Tuesday, January 25<sup>th</sup>, Accounting Clerk Koenig-Fry and Sup’t Kaltenberg met with Cassandra Camren, Vice President-Implementation from Civic Systems for a software kick-off meeting. Training will begin in August.
- On Tuesday, February 8<sup>th</sup>, the bid opening for the STH 89 project took place. The bid award has not been released yet.
- On Wednesday, February 9<sup>th</sup>, Billing Clerk Lietha and Sup’t Kaltenberg met with City Administrator Kyle Ellefson and City Alder Sarah Motiff to discuss the Storm Water Utility charges being placed on the utility bills.
- To date, 2,305 of 2,340 water meters have been converted to AMI.

Motion by Aspuro, second by Arnold to adjourn at 7:18 p.m. Motion carried.

**\*\*Next Scheduled Meeting – Thursday, March 17<sup>th</sup>, 6:00 pm at Columbus Water and Light\*\***

Respectfully Submitted,

Brook Andler  
CWL Commission Secretary