

COLUMBUS WATER & LIGHT  
COMMISSION MEETING  
APRIL 11, 2019

CWL Commission President Lang called the CWL Commission meeting to order at 6:00 pm. Commissioners present: Lang, Olson, Andler, Theilen and Schulze. Also, present at the meeting was Matthew Schreiber, City of Columbus-Director of Planning & Development, CWL Co-Superintendent Kaltenberg and CWL Co-Superintendent Hammer. Excused Mayor Thom and Greg Robbins.

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 Olson, second by Andler. Motion carried.

Visitor's Comments and Utility Communications: Jason Lietha from Ruckert-Mielke was asked by CWL to reschedule. He will present the CWL Water System Study at a future Commission meeting. Matthew Schreiber from City of Columbus discussed the Downtown Beautification Task Force Project, which included hanging banners and flower baskets to some of the street light poles. Co-Sup't Hammer presented the Corrosion Control Study Task Order 2019-CWL01 from Ruckert-Mielke. Motion by Olson, second by Schulze to approve Corrosion Control Study Task Order 2019-CWL01 for \$21,970.00. Roll call vote,

Andler aye, Theilen aye, Olson aye, Schulze aye, Lang aye; motion carried.

The Consent Agenda which consisted of the March 14<sup>th</sup> CWL Commission Meeting minutes, Monthly Treasurer's Report and Outage Report, was approved on a motion from Olson, with updates to the minutes, second by Theilen. Motion carried.

**UNFINISHED BUSINESS:**

WP #1 Building Maintenance-Discussion: This item was discussed at last month's Commission meeting. The Commission instructed CWL to find out how long the Holton Brothers quote was good for, to request a quote from Hometown Glass for 2 doors and 2 door frames and to request a quote for the roof repairs at WP #1.

- Matt from Holton Brothers provided a quote to repair the east facing wall by tuck point the poorer joints and replacing the coping caps that are on the plaster walls for \$21,720.00. Co-Sup't Hammer called and talked to Mike at Horton Brothers and was told the quote is good through the year 2019.
- Co-Sup't Hammer received a quote from Hometown Glass for two doors and two frames for \$4,255.00.
- Co-Sup't Hammer received a quote from Pioneer Roofing for roof repairs for \$31,554.00

Motion by Andler, second by Theilen to approve Pioneer Roofing for roof repairs at Water plant #1 for \$31,554.00. Roll call vote,

Theilen aye, Olson aye, Schulze aye, Lang aye, Andler aye; motion carried.

**NEW BUSINESS:**

Cash Disbursements/Accounts Payable Reports: The Commission reviewed the March Cash Disbursements Report. Checks numbered 20720-20776 and 34 wire and ACH transfers, totaled \$856,839.47.

The Commission reviewed the Accounts Payable Report and ordered paid 37 requests totaling \$102,435.16. Motion by Olson, second by Andler, to approve paying the 37 requests from the AP Report. Roll call vote,

Olson aye, Schulze aye, Lang aye, Andler aye, Theilen aye; motion carried.

The February cost per kilowatt-hour was \$0.07027. Reports were approved and placed on file.

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Vehicle Replacement – Discussion / Approval: The Prius is scheduled to be replaced in 2019. A search on the Prius shows that dealers are asking \$6,995 to \$9,999. If, CWL were to sell the Prius on the WisconsinSurplus.com auction site, Co-Sup't Hammer believes that the Prius could get approximately \$8,000. Co-Sup't Hammer proposes that the Prius be replaced with the Ford Fusion and a new SUV type vehicle procured, such as a Ford Escape or a Chevy Equinox. Countryside Ford provided two options. The Commission would like more information on the pricing of the extended warranty being proposed and also, leasing options. Motion by Olson, second by Andler to approve selling the Prius. After discussion. Olson amended his motion; second by Andler to approve selling the Prius after a replacement is approved. Motion carried.

Annual Report to City Council: By ordinance the CWL Commission, is required to give a report to the City Council at the first Council meeting in May. In the past, the report was given by a Commission member and over the last few years with the Mayor's and the City Administrator's approval, past Superintendent Anthon had included the report in the City Council packets. Co-Sup't Kaltenberg stated that including the Annual Report in the May City Council Packets was acceptable by the Mayor and the City Administrator.

Long Range Planning Review: The annual calendar for CWL Commission meeting topics indicates that April is the month for a discussion on long range planning and review for CWL. Co-Sup't Kaltenberg reviewed the long range planning report. She stated that the report will be changing; now that the Water & Electric System studies have been completed.

CWL's Personnel Policies and Procedures Handbook – Discussion / Approval: The draft of CWL's Personnel Policies and Procedures Handbook was reviewed. The language added or changed is highlighted in the policy; this includes job description changes and business hour changes. Motion by Olson, second by Schulze to approve the highlighted changes and the word change of Superintendent to Co-Superintendents all through the CWL Personnel Policies and Procedures Handbook. Motion carried.

### **REPORTS:**

Financial Report was given by Co-Sup't Kaltenberg and placed on file.

Mayor Comments: Mayor Thom was excused this evening. Council member/Commissioner Theilen stated that there is Council Orientation on Saturday, April 20<sup>th</sup> at City Hall for newly elected, and optional for those not newly elected officials.

Co-Superintendent Kaltenberg's Report:

- On Friday, March 15<sup>th</sup>, The City of Columbus was managing high water levels causing flooding in the City. CWL crews had to disconnect 25 customer services. Water needed to recede enough to gain access to CWL's equipment in order to energize. On Sunday, March 17<sup>th</sup>, 17 customers were reconnected. On Monday, March 18<sup>th</sup>, 7 customers were reconnected and on Tuesday, March 19<sup>th</sup>, 1 customer was connected.
- On Wednesday, March 27<sup>th</sup>, Wegner CPAs team sent CWL a draft of the 2018 Audit statements. Zak from Wegner CPAs will be at the May Commission meeting to present the 2018 Audit.

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- On Tuesday, March 19<sup>th</sup> Co-Sup't Hammer and Co-Sup't Kaltenberg, Don Heikkila and Jason Lietha from Ruckert & Mielke met with Sophia Stevenson and Bridget Kelly from the DNR to discuss the CCT Study Proposal. The meeting went very well and the CCT Study proposal for Columbus was approved.
- CWL has currently received 19 apprenticeship applications and one journeyman application. Applications will be accepted until April 19<sup>th</sup>.
- In celebration of Earth Day, CWL is hosting a Fluorescent Light Recycling event at Columbus True Value, 815 Park Ave., on April 16<sup>th</sup> from 8:00 a.m. to 4:00 p.m. Columbus residents will be able to recycle up to 12 light bulbs and four ballasts per person.
- CWL will be giving away 3 autumn flame maple trees at the Arbor Day Festival on Saturday, April 27<sup>th</sup>.
- CWL's crew is progressing on the AMI Water Meter Project. To date, 855 of 2,366 water meters have been converted to AMI.
- The MEUW 90<sup>th</sup> Annual Conference is scheduled for Wednesday, May 15<sup>th</sup> to Friday May 17<sup>th</sup> and The Municipal Government and Utility Day is scheduled for Wednesday, May 22<sup>nd</sup>
- Jake Tanner attended the WRWA Conference in La Crosse on March 27<sup>th</sup> and 28<sup>th</sup>.

Co-Superintendent Hammer's Report:

**Crews for the last 4 weeks have been working on the following;**

Sub 1 – Finish regulator work at Sub 1 and put back into service.

Change out water meters to AMI system.

Paint at WP #1

GAR Plastics Electrical System upgrade

Substations – replace high energy lights with LED

Tree trimming.

Flood related electrical issues

MEUW Field Visit Safety Training

**Anticipated work for next 4 weeks;**

GAR Plastics Electrical System Upgrade

Paint at WP #1

Various electrical maintenance work.

Install electric services to new houses

Motion by Theilen, second by Andler to adjourn at 8:05 p.m. Motion carried.

**\*\*Next Scheduled Meeting – Thursday, May 9<sup>th</sup>, 5:30 pm at CWL Water Plant #1, followed at 6:00 pm at Columbus Water and Light\*\***

Respectfully Submitted,

Brook Andler  
CWL Commission Secretary