

COLUMBUS WATER & LIGHT
COMMISSION MEETING
APRIL 25, 2022

CWL Commission President Motiff called the CWL Commission meeting to order at 6:00 pm. Commissioners present: Basten, Mayor Arnold, Andler, Lang, and Aspuro. Also, present at the meeting was Senior Energy Service Manager Anna Stieve, MEUW Safety Coordinator Andrew Paulson, City Administrator Kyle Ellefson, Lead Lineman David Koenig, Superintendent Kaltenberg and Joe Hammer.

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 Aspuro, second by Arnold. Motion carried.

Visitor's Comments and Utility Communications: Senior Energy Service Manager Anna Stieve presented two E3P rebate opportunities. The first was an incentive of half the cost of a Whole Home Energy Assessment which run about \$200 to \$400. Motion was made by Aspuro, second by Arnold to approve to offer the incentive of 50% with a maximum of \$300 of the cost of a Whole Home Energy Assessment. Roll call vote, Lang aye, Basten aye, Andler aye, Aspuro aye, Arnold aye, and Motiff aye. Motion carried. Stieve also presented an incentive of \$800 for 133 and 139 N Ludington conversion. The Commission discussed this incentive and would like more information. They would like to know what the entire project will cost, what will be the actual energy efficiency saved and if there are other incentives being given for the project. The Commission wants this item tabled until the next Commission meeting. MEUW Safety Coordinator Andrew Paulson gave an update an overview the safety and training he provides to staff.

The Consent Agenda which consisted of the March 17th CWL Commission Meeting minutes, Monthly Treasurer's Report, the Outage Report and the March Pre-Audit Financials, was approved on a motion from Lang, second by Andler. Motion carried.

UNFINISHED BUSINESS:

Commissioner Orientation Packet: At the March Commission meeting Sup't Kaltenberg presented a Commissioner Orientation checklist for a New Commission Orientation Packet. After some discussion from the Commission changes have been made to the previous checklist. Motion by Aspuro, second by Lang to approve the Commissioner Orientation checklist for a New Commission Orientation Packet. Motion carried.

Position Descriptions: Four draft position descriptions were revised and presented. Motion by Aspuro, second by Andler to approve the position descriptions as presented. Motion carried.

NEW BUSINESS:

Cash Disbursements/Accounts Payable Reports: The Commission reviewed the March Cash Disbursements Report. Checks numbered 22555-22591 and 38 wire and ACH transfers, totaled \$785,486.18. The Commission reviewed the Accounts Payable Report and ordered paid 41 requests totaling \$181,396.00. Motion by Arnold, second by Basten to approve paying the 41 requests from the AP Report. Roll call vote, Motiff aye, Arnold aye, Aspuro aye, Andler aye, Basten aye, and Lang aye. Motion carried. Reports were approved and placed on file.

Deduct Meter Agreement: The Deduct Meter Agreement has not been updated since 1995. A new one was proposed with changes highlighted. Motion by Aspuro, second by Lang to approve the new Deduct Meter Agreement as presented. Motion carried.

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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, Superintendent Kaltenberg has included the report in the City Council packets. From section 102-60 of the City of Columbus Ordinances '*The water and light commission shall at the first meeting of the city council in May, make a full report of its operations to the council.*' Motion by Andler, second by Basten to recommend the Annual Report to City Council. Motion carried.

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. The Commission reviewed the attached list of past, current and upcoming projects.

Commissioner Schulze arrived at the meeting at 7:11 p.m.

REPORTS:

Mayor Comments: The Mayor thanked everyone for all the hard work they do and for all the additional information she is receiving and learning from.

Superintendent Kaltenberg's Report:

- The CWL crew has been working on the following:

- Hwy 89 Project – service relocations
- Electric Conversion at the Country Club
- Open Point Field Inventory
- Electric service upgrades
- Tree Trimming

- On Monday, April 4th, Dave and Jake attended a preconstruction meeting at the DOT in Madison for the STH 89/Farnham Street Project. Construction started on Monday, April 11th.
- Dalton Hiley completed his lineman apprenticeship on April 7th and is now a journeyman lineman.
- On Wednesday, April 13th, Strand Associates completed the vessel inspection at Water Plant #2 and reported that there were no issues. The vessel inspection at Water Plant #1 is scheduled for April 27th. Once that is complete they will provide a written report incorporating the photographs taken during the field visit and summarizing the findings for the vessels at each water plant.
- On Thursday, April 14th, Sup't Kaltenberg attended the WPPI Joint Action Leadership-Services Modules program. The program included joint action advantage; origination of services, overview of service areas and business plan priorities, member driven approach with the advisory group system, program evolution, costs and allocation and an in-depth look at all program areas with a specific focus on technology suite, retail programs and customer experience e/community outreach.
- On Friday, April 15th, the statewide moratorium ends. Customers who are behind on their bills may be at risk of disconnection if payment arrangements are not established by April 15, 2022. We sent a bill insert in the March bills with information on the Wisconsin Home Energy Assistance Program (WHEAP) and how to apply. We encourage utility customers with outstanding bills to make payment arrangements or apply for financial assistance before the moratorium ends.

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- On Monday, April 18th, Sup't Kaltenberg attended the WPPI member Services Advisory Group meeting, At the meeting discussion included marketing and branding services, market research and planning activities, information technology services and customer services.
- To date, 2,336 of 2,346 water meters have been converted to AMI.

Motion by Aspuro, second by Arnold to adjourn at 7:20 p.m. Motion carried.

****Next Scheduled Meeting – Thursday, May 19th, 6:00 pm at Columbus Water and Light****

Respectfully Submitted,

Brook Andler
CWL Commission Secretary