

## Minutes of the Oconto Utility Commission held on March 5<sup>th</sup>, 2018

“Unapproved”

- 1.) Call meeting to order by Vandenlangenberg at 8:15 a.m.
- 2.) Roll Call Members present: Ron Filz, Earl Uhl, & Brian Vandenlangenberg. Others Present: Jeremy Wusterbarth. Absent (excused): Al Schreiber & Steve VanCampenhout.
- 3.) Approval of agenda: **Motion by Uhl second by Filz to approve of the agenda as presented.**  
3 ayes M/C
- 4.) Approval of meeting minutes from 2/12/2018: **Motion by Filz second by Uhl to approve of the meeting minutes from 2/12/2018 as presented.**  
3 ayes M/C
- 5.) Public Input: None.
- 6.) Correspondence:
  - a.) Electrical Costs: Jeremy went over Electrical Costs spreadsheet with totals for 2017. Looking consistent and operating efficiently.
  - b.) WWTP Monthly Flows: Jeremy went over WWTP Monthly Flows spreadsheet.
  - c.) Septic Hauler Comparison: Jeremy went over Septic Hauler Comparison spreadsheet. 2017 totals and January 2018. No new haulers. No major changes.
  - d.) Utility Report: Jeremy went over the Utility Report. Some water loss and a few cracked meters due to freezing.
  - e.) Lindsey and Washburn Ave Construction Update: Plans were finalized last week. Will be running a temporary water main during reconstruction and replacing the new water main in the same trench as the old one. Bid opening is scheduled for March 21<sup>st</sup>, 2018. It will be a 90 day contract that plans to start in June or July.
  - f.) McDonald St Construction Update: Jeremy went over the spreadsheet and letter that was sent to homeowners. The assessment breakdown spreadsheet is the max that the homeowners could pay, it's not the final assessment. Once the project is complete and final measurements are done we will send out the final assessment numbers. Not everyone will need their laterals changed, a few have existing plastic pipe. The entire sidewalk and apron will be changed, but if the homeowner has un-cracked, un-heaved sidewalk and apron they will not be assessed for the replacements. The 4" sewer laterals will be the responsibility of OUC. A pre-construction meeting has been set up and a start date for reconstruction is estimated for mid to late March depending on the weather.
  - g.) Water Tower License Agreement: Jeremy went over our agreement with Suez and our water tower share of profits from last year. Possibly updating our coral system. Council denied requests of Wireless LLC to put up two new towers in the City. Informed Wireless LLC that we will update the coral system if needed.
- 7.) Discussion/Recommendation/Action on the Following: None.
- 8.) Approval of Accounts Payable from February 1<sup>st</sup> to February 28<sup>th</sup>, 2018 in the amount of \$117,781.73: **Motion by Filz second by Uhl to approve of the Accounts Payable from February 1<sup>st</sup> to February 28<sup>th</sup>, 2018 in the amount of \$117,781.73.**  
3 ayes M/C
- 9.) Revenue & Expenditure Guidelines from 2018: Reviewed revenue & expenditure guidelines from 2018 as presented. Our bonding money will be used for reconstruction projects, there will

be 2 accounts that will be used, so we will see a negative amount in these accounts in the upcoming months.

- 10.) Commission may vote at approximately 9:00 a.m. to convene into Closed Session pursuant to notice duly given and as allowed by Wis. Stats. 19.85(1) (c) for discussion on personnel matters: **Motion by Filz second by Uhl to convene into Closed Session pursuant to notice duly given and as allowed by Wis. Stats. 19.85(1) (c) for discussion on personnel matters at 8:35 a.m.** **3 ayes M/C**
  - a. Possibility of Hiring a New Employee at the WWTP
- 11.) Commission may vote at approximately 9:15 a.m. to reconvene into Open Session pursuant to notice duly given and as allowed by Wis. Stat. 19.85(2) for the remainder of the agenda. **Motion by Uhl second by Vandenlangenberg to reconvene into Open Session pursuant to notice duly given and as allowed by Wis. Stat. 19.85(2) for the remainder of the agenda at 8:44 a.m.** **3 ayes M/C**
- 12.) Action/Discussion on Matters from Closed Session: **Motion by Vandenlangenberg second by Uhl to hire the chosen candidate as a replacement employee at the WWTP starting June 1<sup>st</sup>, 2018.** **3 ayes M/C**
- 13.) Next Meeting Date & Time: As needed. April 2<sup>nd</sup>, 2018 potentially, to approve Lindsey and Washburn Ave bid.
- 14.) Adjournment: **Motion by Vandenlangenberg second by Uhl to adjourn @ 9:00 a.m.**

Meeting minutes submitted by:  
Brittney Bickel  
Utility Clerk