

## Minutes of the Oconto Utility Commission held on August 7<sup>th</sup>, 2023

“Unapproved”

- 1.) Call meeting to order by Chairperson Vandenlangenberg @ 5:05 p.m.
- 2.) Roll Call: Members Present: Brian Vandenlangenberg, Butch Mehlberg, Earl Uhl, Utility Manager Matt Beekman, & Wastewater Operator in Charge Ben Thome.  
Also present: Utility Clerk Brea Bostedt and as recording secretary  
Members Unexcused: Ron Filz & Steve VanCampenhout

- 3.) Approval of Agenda: **Motion by Uhl, second by Mehlberg to approve of the agenda as presented.**

**3 ayes M/C**

- 4.) Approval of Meeting Minutes from 7/10/2023. **Motion by Mehlberg, second by Uhl to approve of the minutes from 7/10/2023 as presented.**

**3 ayes M/C**

### 5.) Public Input:

- Operator in Charge Ben Thome stated that Mar-Oco had opened another cell at the landfill which means they have been hauling more to the WWTP. He wanted to make sure that this wasn't affecting the plant levels. With the data he compiled, there are no issues. As stated in the last meeting, the DNR wanted a written schedule of what the intended upgrades to the plant are for the future. Ben completed this intended schedule showing the upgrades that are not included in the current plan and will be submitting this to our DNR representative.
- Utility Manager Matt Beekman shared that the PFAs sampling at our wells came back containing No PFAs. These results mean that any testing for the remainder of 2023 have been canceled. Mayor John Panetti, City Administrator Brittney Burrue, and Utility Manager Matt Beekman had a meeting discussing PFAs funding offered through the state for the future.
- A few weeks ago we received a complaint filed to the Public Service Commission from the residents at 116 Holtwood Way. They were inquiring about having to pay public fire protection charges on their parcel and did not want to comply. With discussion with the PSC, we were informed that we have not been charging fire protection correctly according to our tariff, Schedule F-1. We will be taking a look at parcels within the city who have not been charged the fire protection and will be backbilling accordingly. Two properties, 116 Holtwood Way & 6302 N. Bayshore Rd have already been backbilled the charges they should have had over the past two years, per PSC rules the utility is required and limited to back-billing for a period of two years.

### 6.) Correspondence:

- a.) Electrical Costs: Everything is consistent and ordinary.
- b.) WWTP Flows: Everything is consistent and ordinary.
- c.) Septic Hauler Comparison: Everything is consistent and ordinary.
- d.) Monthly Report: June – Nothing new to note. July-Removal of 15 meters from 350 Hansen Ave.
- e.) Hansen Ave Trailer Park Update: The individual meters were removed from each home in the new section of 350 Hansen Ave Trailer Park. We now master meter the new section of the park. The company the owner had hired to come install their own meters to monitor each home, removed the meters for us but in the process damaged the meters. We have sent a bill out for the damages to be paid.
- f.) Utility Installation Permit Fees: Utility Manager Matt Beekman explained the new utility permit and the fees associated.

7.) Discussion/Recommendation/Action on the Following:

- a.) Approve pay request from Midwest Meter Inc. in the amount of \$64,800.00 for Utility Meters. This is the last pallet of meters we had preordered. **Motion by Uhl, second by Mehlberg to approve invoice from Midwest Meter Inc. in the amount of \$64,800.00 for Utility Meters.**

**3 ayes M/C**

- b.) Approval of invoice from Robert E. Lee & Associates in the amount of \$13,084.09 for WWTF Upgrades. Another bill for the upgrades at the WWTF. **Motion by Mehlberg, second by Uhl to approve invoice from Robert E. Lee & Associates in the amount of \$13,084.09 for WWTF Upgrades.**

**3 ayes M/C**

- 8.) Committee may vote at approximately 5:40 p.m. to convene into Closed Session pursuant to notice duly given and as allowed by Wis. Stats. 19.85(1)(c) for the consideration of employment for the following items:

- a.) Discussion of Utilities personnel

**Motion by Mehlberg, second by Uhl to convene into closed session at 5:40 p.m.**

**3 ayes M/C**

**Also present in Closed Session: Utility Clerk Brea Bostedt and as recording secretary.**

- 9.) Committee may vote to reconvene into Open Session at approximately 5:52 p.m. pursuant to notice duly given and as allowed by Wis. Stat. 19.85(2) for discussion/recommendation from Closed Session.

**Motion by Uhl, second by Mehlberg to convene into open session at 5:52 p.m.**

- 10.) Action/Discussion on Matters from Closed Session: **Motion by Uhl, second by Mehlberg to readdress wage & personnel at next meeting.**

**3 ayes M/C**

- 11.) Approval of Accounts Payable from July 6<sup>th</sup>, 2023 to July 31<sup>st</sup>, 2023 in the amount of \$101,593.95. **Motion by Mehlberg, second by Uhl to approve of Accounts Payable from July 6<sup>th</sup>, 2023 to July 31<sup>st</sup>, 2023 in the amount of \$101,593.95.**

**3 ayes M/C**

- 12.) Revenue & Expenditures Guidelines from 2023: Everything looks good. Nothing to note.

- 13.) Next Meeting Date & Time: Wednesday September 6<sup>th</sup>, 2023 @ 5:00 p.m.

- 14.) Adjournment: **Motion by Mehlberg, second by Uhl to adjourn @ 6:02 p.m.**

**3 ayes M/C**

Meeting minutes submitted by: Brea Bostedt, Utility Clerk