

## **REGULAR MEETING OF THE JEFFERSON UTILITIES COMMISSION, HELD MARCH 20, 2023**

On call of the roll, commissioners present were: Ganser, Pieters, Neils, Oppermann and Schroeder. Members Excused: Adams and Bristol. Also present were: City Attorney Rogers, Office Manager Hinze, Billing Clerk, Emily Hein; Customer Account Clerk Kara Mroz, Meter Technician Jackie Tucker, Line Foreman Nick Baumann, Linemen Nick Ganser. The meeting began at 5:30 p.m.

**Public Participation:** None

### **Approval of February 2023 Expenditures**

Motion by Comm. Pieters and seconded by Comm. Ganser to approve the February 2023 expenditures as presented. On call of the roll, motion carried. (Oppermann – Aye; Pieters – Aye, Ganser – Aye; Neils – Aye; Schroeder – Aye).

### **Closed Session**

Motion by Comm. Ganser and seconded by Comm. Neils to convene in Closed Session. Before voting on the motion, Comm. Schroeder announced to all present that the Commission may convene in closed session one or more times during this meeting, upon a motion duly made and carried, the Commission may convene in closed session pursuant to Section 19.85(1)(c) and (e), Wis Stats., for considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility, specifically to discuss compensation of staff AND Section 19.85(1)(e), Wis Stats., for deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons, specifically to discuss a pole rental agreement. This meeting is closed pursuant to section 19.85 (1)(c) and (e) of the Wisconsin Statutes. On call of the roll, motion carried. (Oppermann – Aye; Pieters – Aye, Ganser – Aye; Neils – Aye; Schroeder – Aye). The Commission convened at 5:35 pm.

### **Open Session**

Motion by Comm. Opperman and seconded by Comm. Ganser to re-convene in open session. On call of the roll, motion carried. (Oppermann – Aye; Pieters – Aye, Ganser – Aye; Neils – Aye; Schroeder – Aye). The Commission convened at 6:32 pm.

### **Discussion and Possible Action – Compensation for Utility Staff**

Motion by Comm. Schroeder to extend the additional \$8.00 per hour for the Office Manager and Line Foreman and to discontinue as of March 31, 2023, of the additional \$5.00 per hour for all remaining staff. Seconded by Comm. Neils. Oppermann stated that the Carlson Dettmann Compensation Market study would be completed in May or June and given the outcome of that study, any wage increases would be retro-active to January 1, 2023. On call of the roll, motion carried. (Oppermann – Aye; Pieters – Aye, Ganser – Aye; Neils – Aye; Schroeder – Aye).

### **Discussion and Possible Action – Pole Rental Agreement**

Motion by Comm. Pieters to approve the pole rental agreement stating that this was in the best interest of the Utility and citizens of Jefferson. Seconded by Comm. Oppermann. On call of the roll, motion carried. (Oppermann – Aye; Pieters – Aye, Ganser – Aye; Neils – Aye; Schroeder – Aye).

No action needed.

### **Discussion and Possible Action – Trane Continuation of Service Agreement for AC and Condenser**

Hinze explained that there was confusion on her part as to what this agreement and the agreement that was approved at the last meeting were for. She explained that she reached out to Trane for further explanation. The agreement that was approved at the last meeting was the maintenance agreement for the boilers only and that the agreement before the Commission tonight was the maintenance agreement for the AC units and Condenser. She stated that in previous years the condenser was not included in any of the service agreements. She stated that under this new three year agreement the condensers are now included. Motion by Comm. Oppermann and

seconded by Comm. Ganser to approve the service agreement as presented. On call of the roll, motion carried. (Oppermann – Aye; Pieters – Aye, Ganser – Aye; Neils – Aye; Schroeder – Aye).

**Discussion and Possible Action – Community Contribution Request**

Hinze presented a request from the Friends of Goat Island for \$5000 to be used for 2023 planned events. Motion by Comm. Oppermann and seconded by Comm. Neils to deny the request. It was stated that the Commission would review another request should the organization submit one. On call of the roll, motion carried. (Oppermann – Aye; Pieters – Aye, Ganser – Aye; Neils – Aye; Schroeder – Aye).

**Discussion and Possible Action – Community Contribution Request**

Hinze presented a request from Gemütlichkeit Days Inc. for \$1000 to help support the 2023 Gemütlichkeit Days celebration. Motion by Comm. Neils to approve the request as presented, however wanted it indicated to the Committee that Jefferson Utilities would like to given recognition as a sponsor. Seconded by Comm. Ganser. On call of the roll, motion carried. (Oppermann – Aye; Pieters – Aye, Ganser – Aye; Neils – Aye; Schroeder – Aye).

**Future Agenda Items**

Report from Trane

Information regarding the cost of a pole attachment.

It was moved by Comm. Pieters and seconded by Comm. Neils to adjourn. Motion carried on a voice vote. The meeting adjourned at 6:46 pm.

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PRESIDENT

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SECRETARY