

REGULAR MEETING OF THE JEFFERSON UTILITIES COMMISSION, HELD AUGUST 8, 2022

On call of the roll, commissioners present were: Adams, Ganser, Pieters, Neils and Schroeder. Also present were: Utility Manager Adler, City Attorney Rogers, and Office Manager Hinze. The meeting began at 5:30 p.m.

Members Excused: Bristol, Oppermann

Public Participation

None

Minutes

It was moved by Comm. Pieters and seconded by Comm. Neils to approve the open and closed session minutes July 11, 2022, meeting. On call of the roll, motion carried. (Neils – Aye, Adams – Aye, Pieters – Aye, Ganser – Aye; Schroeder-Abstained)

Expenditures

It was moved by Comm. Ganser and seconded by Comm. Pieters to approve the payment of July 2022 bills. Pieters asked for an explanation of contract that JU has with WPPI. Adler explained the roll WPPI has with the purchase of bulk power for its members. On call of the roll, motion carried. (Neils – Aye, Adams – Aye, Pieters – Aye, Ganser – Aye; Schroeder-Aye)

Annual Audit Report Update

Hinze gave an update for the Commission as to where things are currently at. She stated that Baker Tilly indicated they are finishing the testing and indicated that they will be able to finish the audit in time to present to this Commission on September 12, 2022. The Commission asked Hinze to inquire if Baker Tilly could present the audit at the August 24, 2022 special meeting of the Commission. Hinze indicated she would reach out to Baker Tilly.

Discussion and Possible Action-Approval of Hiring of Journeyman Lineman

Adler advised the Commission that there was a tremendous response to the position advertisement. After an interview of three candidates he decided on Lucas Heideman. Heideman is currently a Journeyman with a neighboring community. Adler indicated he would like to make a conditional offer at the current Journeyman rate of pay and three weeks of PTO upon hire. The conditional offer is contingent upon passing a pre-employment drug screen and background check. It was moved by Comm. Schroeder and seconded by Comm. Neils to approve the hiring of Lucas Heideman. On call of the roll, motion carried. (Neils – Aye, Adams – Aye, Pieters – Aye; Ganser – Aye; Schroeder-Aye)

Discussion and Possible Action-Approval to Fill Open Part-time Office Position

Hinze explained that the Commission previously approved the extension of the Co-Op Student to remain employed through August of 2022. Hinze indicated she accepted Morgan Schroedl's resignation effective on August 26, 2022. Hinze indicated she has discussed the Co-Op program with the other workers and the consensus was that the office needed a consistent regular part-time position. Hinze indicated she believes having a regular part-time 20-hour-per-week position would be beneficial. She indicated that at the hours per week this position would become benefit-eligible. She asked the Commission for their thoughts regarding this change in position status. Adams asked that Hinze put together an estimate of cost for a position at 20 hours per week and present that to the Commission at the next meeting. It was moved by Comm. Pieters to approve moving forward with a part-time 20-hour-per-week position. Seconded by Comm. Ganser. On call of the roll, motion carried. (Neils – Aye, Adams – Aye, Pieters – Aye, Ganser – Aye; Schroeder-Aye)

It was moved by Comm. Ganser and seconded by Comm. Pieters to adjourn. Motion carried on a voice vote. The meeting adjourned at 6:08 p.m.