

REGULAR MEETING OF THE JEFFERSON UTILITIES COMMISSION, HELD JULY 15, 2019

Commissioners present were: Ganser, Bristol, Brandel and Oppermann. Also present: Utility Manager Adler, Office Manager Statz, City Attorney Rogers, City Administrator Tim Freitag, WPPI Representative Lauri Isaacson and QTI Senior Representative Rebekah Temple. Absent were: Horn and Adams. The meeting began at 5:30 p.m.

PUBLIC PARTICIPATION

None

MINUTES

It was moved by Comm. Bristol and seconded by Comm. Oppermann to approve the minutes from the June 10, 2019 meeting. Motion carried on a voice vote.

EXPENDITURES

It was moved by Comm. Ganser and seconded by Comm. Bristol to approve the payment of June's bills totaling \$1,206,314.53. Motion carried on a voice vote.

WPPI PRESENTATION – LAURI ISAACSON

WPPI Representative Lauri Isaacson presented the Utilities Commission with a review of WPPI services, industry issues and business updates.

Comm. Bristol asked about the high wholesale costs per megawatt.

Ms. Isaacson responded that the wholesale rates presented were actually quite competitive.

Ms. Isaacson stated customers' expectations are changing and WPPI is working hard to help member utilities meet those expectations as best they can. She stated Jefferson is taking advantage of a lot of the services that WPPI offers.

Lastly, Ms. Isaacson stated WPPI has been working hard to be a voice for advocacy for its members. Lobbying for preservation of municipal bonds has always been important for WPPI and its members.

Ms. Isaacson left the meeting at 6:00 p.m.

DISCUSS A POSSIBLE REAL ESTATE TRANSACTION – CITY ADMINISTRATOR TIM FREITAG

City Administrator Freitag reviewed five projects with the Utilities Commission.

1. The old County Highway Shop – The project has been awarded over \$500,000 in grant money. The bidding process will happen in 2019 and project completion will occur in 2020.
2. Old Foremost Property – The property is in the floodplain, which has created some challenges. The building is being converted for multi-family use. It is the last remaining building of the former Schweiger Industries properties. It is on the historical register, which qualifies it for grant funds.
3. Rotary Park to Foremost Property Site – The project entails extending the Riverwalk. Currently, it is in the design and engineering phase.
4. Riverside Alley – The City is closing out its Community Development Block Grant Revolving Loan funds. Those funds need to be used for purposes of improving a low-income area in the City. The hope is to reconstruct Riverside Alley from Candise St to Dodge Street. It will improve the aesthetic and functionality of the alley. However, the alley is riddled with title issues that may end up having to be solved in court. The Common Council will have to decide if it wishes to pursue this project.
5. The City has a gentleman's agreement to purchase 123 W Milwaukee St. Originally, the City had plans to raze the building and create more parking. However, there is a buyer that is interested in purchasing the property from the City. City Attorney Rogers will generate an offer to purchase.

City Administrator Freitag left the meeting at 6:15 p.m.

QTI PRESENTATION – REBEKAH TEMPLE - COMPENSATION STUDY

Rebekah Temple, Senior Consultant of QTI, reviewed the project scope for the wage study. She went over the timeline, the approach as well as each party's responsibilities.

Comm. Brandel asked if other WPPI communities would be used as comparables for the study.

Ms. Temple explained that WPPI communities may not necessarily be a part of the data used.

Office Manager Statz suggested the annual MEUW survey be used, as MEUW groups like communities together in the final data set.

Ms. Temple stated she had those reports and would work with Office Manager Statz to make sure they were using the correct data.

Office Manager Statz asked the Commission to pay special attention to the approaches used for targeting pay. She explained she and Utility Manager Adler worked with Ms. Temple to create this based on her recollection from the last wage study. She would like the Commission to confirm the targets set.

Comm. Brandel was concerned with using a 60-mile radius for comparables, which will pull in Madison and Milwaukee. He was concerned with Jefferson being compared to larger communities and skewing the wages.

Ms. Temple stated the radius is typically 30 miles, but with the low unemployment, she expanded it to 60 miles to make sure an accurate reflection of the marketplace was shown. She went on to explain that these wages are used as a guide. Once the wages are gathered, they funnel down to find the data that best relates to the job. In addition, she stated larger entities usually affect the higher-level employees and no other staff.

Comm. Oppermann stated he was comfortable with the guidelines laid out as well as the radius. He felt it was realistic given the market right now.

It was moved by Comm. Oppermann, seconded by Comm. Bristol to accept the criteria as defined for the wage analysis. On call of the roll, motion carried. (Oppermann – Aye, Ganser – Aye, Brandel – Aye, Bristol – Aye)

Ms. Temple left the meeting.

DISCUSSION AND POSSIBLE ACTION TO APPROVE LEMKE FENCE FOR SWITCHYARD FENCE REPAIRS FOR \$4,095

Utility Manager Adler explained he had received pricing from Lemke Fence to wrap the existing fence with athletic tape and to make modifications to the existing fence. This will help to hid our infrastructure and improve the look of the switchyard.

Comm. Oppermann asked if the fence was in good shape.

Utility Manager Adler stated it was still in good shape, surprisingly. He stated the other quote he received was for \$6,500.

Comm. Oppermann asked if anything could be put on the wrap, like the Jefferson Utilities logo or the We're Going Outside tagline.

Utility Manager Adler stated it was possible.

Comm. Ganser stated the high school has used signs on their fencing. He stressed that the sign should have cutouts, otherwise the fence may get blown over.

Comm. Brandel suggested that before full approval is given, we should get pricing on the signs.

It was moved by Comm. Oppermann and seconded by Comm. Ganser to approve Lemke Fence to install a fence at the switchyard for an amount of \$1,895. On call of the roll, motion carried. (Oppermann – Aye, Ganser – Aye, Brandel – Aye, Bristol – Aye)

COMMUNITY CONTRIBUTION – TOMORROW'S HOPE

It was moved by Comm. Ganser and seconded by Comm. Brandel to approve a contribution of \$4,000.00 to Tomorrow's Hope. On call of the roll, motion carried. (Oppermann – Aye, Ganser – Aye, Brandel – Aye, Bristol – Aye)

It was moved by Comm. Bristol and seconded by Comm. Ganser to adjourn. Motion carried on a voice vote. The meeting adjourned at 7:00 p.m.