

REGULAR MEETING OF THE JEFFERSON UTILITIES COMMISSION, HELD MARCH 8, 2021

On call of the roll, commissioners present were: Brandel, Pieters, Oppermann, Bristol and Neils. Also present were: Utility Manager Adler, Office Manager Statz, City Attorney Rogers, City Administrator Freitag and Wastewater Treatment Plant Superintendent Clark. Commissioners absent were: Adams and Ganser. The meeting began at 5:31 p.m.

PUBLIC PARTICIPATION

None

MINUTES

It was moved by Comm. Pieters and seconded by Comm. Neils to approve the minutes from the February 8, 2021 meeting. Motion carried on a voice vote. Comm. Bristol abstained.

EXPENDITURES

It was moved by Comm. Oppermann and seconded by Comm. Pieters to approve the payment of February 2021 bills totaling \$794,110.02. On call of the roll, motion carried. (Pieters – Aye, Brandel – Aye, Bristol – Aye, Neils – Aye, Oppermann - Aye)

DISCUSSION – WATER AND SEWER MERGER UPDATE

City Administrator Freitag explained that as of March 1, 2021 the water utility is under the supervision of Wastewater Treatment Plant Superintendent Clark and the Jefferson Common Council, specifically the Streets Committee. The two full-time water positions have moved under Mr. Clark's direction. City Administrator Freitag explained that water and wastewater staff would be cross-trained. In addition, Carlson-Dettman has been retained to reanalyze the water and wastewater shared positions.

City Administrator Freitag stated that by early to mid-summer a five-year capital improvement plan would be implemented and placed with the city's current plan. The goal is to have a full changeover by January 1, 2022. As of now, payroll, general ledger and accounts payable processes will remain with Jefferson Utilities until December 31, 2021.

City Administrator Freitag explained that a cost apportionment discussion will need to occur, so as to not cause a large shift in costs to the electric utility.

Wastewater Treatment Plant Superintendent Clark stated so far, the change has gone well. He has had meetings with the water consultants.

City Administrator Freitag stated Utility Manager Adler and Office Manager Statz have been very helpful and thanked them for their assistance.

Comm. Pieters asked how this change will look to the customer.

City Administrator Freitag stated things should remain the same for the customer, as the billing function will remain at Jefferson Utilities.

Comm. Pieters questioned if the change will impact the rate of return authorized for the electric utility.

Office Manager Statz stated the utilities were looked at separately when it comes to rate cases, so the split would not have an effect on the electric utility's eligible rate of return.

DISCUSSION – PSC BILLING AUDIT

Office Manager Statz stated all of the PSC billing audit items have been corrected and the audit is now complete.

Comm. Pieters stated he appreciated getting the closeout letter from the Public Service Commission.

It was moved by Comm. Pieters and seconded by Comm. Bristol to adjourn. Motion carried on a voice vote. The meeting adjourned at 5:59 p.m.

PRESIDENT

SECRETARY