

MINUTES OF THE UTILITY BOARD MEETING  
JUNE 4, 2002

Chm. Tom Lederer.....X	Don Sawall .....X
Robert Gay..... X	Michael Weathers.....X
Karen Siewert.....X	

Also in attendance were Nancy Weinecke of Clintonville Publishing, Lisa Kotter, City Administrator, John Boogren and Penny Kettenhoven.

1. Chairperson Lederer called the meeting to order at 4:00 p.m. Roll call was taken with Siewert arrived at 4:14pm.
2. Moved by Gay, seconded by Sawall to approve the May 7, 2002 regular meeting minutes. Motion carried, with Siewert absent, excused.
3. Moved by Weathers, seconded by Gay to approve the bills in the amount of \$278,988.71 Motion carried by unanimous roll call vote with Siewert absent, excused.
4. Customer Service. Utility information is being added monthly to the city's website. A landlord survey was taken and the results were given. The landlords would like to be notified by mail, between 7-14 days. Forty-one landlords responded out of approximately 175. The Water Quality Report will be completed by July 1, 2002 and handed out at our next meeting.
5. Meetings attended and upcoming: Mr. Boogren will be attending a Great Lakes Utilities meeting in Wisconsin Rapids, June 5, 2002. The group of seven utilities is looking to see if together as a group we could get cheaper rates by doing this. Still checking out other options before our contract is up. WPPI, and Wisconsin Public Service are also being considered. At the end of this month Mr. Boogren will be attending the MEUW annual conference, held this year in Manitowoc. Any Board member interested in attending should please let the Utilities know.
6. TIF work in the Industrial Park to be done has been slowed way down due to the wet weather. Siewert arrives 4:14pm.
7. Wellhead Protection Plan; Clintonville Utilities needs to have some water plan in place. The DNR works with our water operator and members from Wisconsin Rural Water Association to keep our water safe. There is no cost and the benefits are great. If we ever needed to drill a new well, this plan would have to be in place or the DNR would not allow us to drill. Moved by Sawall, seconded by Weathers to recommend to council to adopt the Wellhead Protection plan. Motion carried.
8. Payroll costs: Different options were discussed. A flat rate of \$10,000.00 was mentioned as well as a time study done to find out actual costs. Other options could be to charge a percentage, do our own, or the flat rate. Examples were given in the meeting from other utilities. After brief discussion and questions and answers it was decided to put this back on the agenda for next month. Moved by Siewert, seconded by Gay to table Payroll costs until next months meeting. Motion carried.

9. Water Tower Inspection needs to be done every five years for cracks, peeling paint, and leaks. Our water tower is due this fiscal year for an inspection. After receiving quotes Dixon Engineering came in with the lowest costs. Moved by Gay, seconded by Sawall to approve the cost of \$2,250.00 for the water tower inspection. Motion carried
10. Purchasing of the generators will have to wait one more month. Not all the bids are in.
11. Water Operators tests. John Boogren and Todd Prellwitz both passed their water tests. They are now water operator's trainees. Upon completion of water fieldwork for one year, they will then be certified. Congratulations to both!!
12. Flagpole and bench are now installed in front of the Utility building. If you get chance please stop in and take a look. It is a great asset.
13. There were no outages to report for the month of May 2002.
14. Due to the purchase of a small truck for the meter tech, the budget is a little short for replacing Unit 2. Mr. Boogren will look at leasing a truck for one year, with a buyout at the end. This amount would be covered by this year's budget.
15. Moved by Gay, seconded by Weathers to send Ms. Kettenhoven to Stevens Point for the Rural Water Management Conference September 4-5, 2002. Motion carried.
16. Monthly financial were given along with delinquent and disconnect information.
17. Moved by Gay, seconded by Lederer to adjourn at 5:00pm Motion carried. Next meeting date July 2, 2002, at 4:00pm at city hall.

Penny Kettenhoven  
Recording Secretary

