

MINUTES OF THE UTILITY BOARD MEETING
JUNE 28, 2005

Chm. Dan Ziemer.....X	Don Sawall.....X
Robert Gay.....absent	Ella Lewis.....X
Peter Gretzinger.....X	

Also in attendance were John Boogren, David Maccoux, Nancy Wieneke and Penny Kettenhoven.

Chairperson Ziemer called the meeting to order at 4:00 p.m. Roll call was taken with all members present except Gay who was absent.

Moved by Sawall, seconded by Lewis to approve the regular minutes of June 6, 2005.
Motion carried.

Moved by Gretzinger, seconded by Sawall, to approve the monthly bills in the amount of \$30,141.13 and to include the amount of the Badger Power bill when received. Motion carried by unanimous roll call vote.

Citizens Forum- No citizens present.

Audit- Dave Maccoux from Schenck and Associates reviewed the audit. The electric department had a negative rate of return 1.39% and the water had a positive rate of return at 4.20%. A few recommendations were given by the auditors on how to improve the system.

Policy and Procedure for Bill Insert- More discussion but no policy was adopted. Actual postage costs should be recovered for the inserts that were sent out this year. For the four billing inserts the extra postage came to \$25.00 a mailing. The city will receive a bill for \$100.00.

Outages- Three electric outages were reported in June 2005. The first one on Hwy I with eight customers out, the second was a leaking transformer was replaced and the third was a blown transformer on 10th street with twelve customers without power for two hours. The line mechanics did an excellent job per Mr. Sawall who saw the procedure on 10th Street from start to finish.

Meetings attended and upcoming- BPMA approved a motion to reduce the credit in the electric stabilization fund. The increase will be approximately 3% in the electric bills through the PCAC to Shawano and Clintonville customers. This increase goes into effect immediately and in January of 2006 there will be another increase from Badger. The exact amount is unknown at this time. A cost of service study will be done for the electric and water rates.

Finance & Collection- Financials for May 2005 were reviewed. The delinquent account report was not reviewed because it is not the end of June yet. A few changes need to be made to the accounts receivable report. The current bill balances should not be included in the totals.

Next meeting date was set for Tuesday, August 2, 2005 at 4:00pm at city hall. Moved by Gretzinger, and seconded by Lewis to adjourn at 5:10 P.M. Motion carried.

Recording Secretary
Penny Kettenhoven

