

NEWBERRY WATER & LIGHT BOARD
REGULAR MEETING MINUTES
January 12, 2016

Present: Sharon Brown, Lisa DenBoer, Jim Johnson, Charles Medelis, Lawrence Vincent

Absent: None

Also Present: Village Manager Cleaver, Clerk Schummer, Superintendent Vallad, Carol Anderson, Paul List.

Call to Order: Clerk Schummer called the meeting to order at 7:00 p.m. at the new Village of Newberry Office followed by the Pledge of Allegiance.

Elect Chairman: Motion by Brown, support by Johnson, CARRIED, to nominate Charles Medelis for Chairman of the Water & Light Board. Johnson called to close nominations. Ayes: All.

Elect Vice-Chairman: Motion by Johnson, support by DenBoer, CARRIED, to nominate Sharon Brown as vice-chairman of the Water & Light Board. Ayes: All.

Minutes: Motion by Brown, support by Vincent, CARRIED, to approve the January 12, 2016 regular meeting minutes as written. Ayes: All.

Guests: None.

Chairman Medelis welcomed Larry Vincent to the W&L Board.

January 2016 Bills:

A.) Motion by Vincent, support by Johnson, CARRIED, to approve payment of the Electric Fund in the amount of \$274,368.45. Discussion followed. Ayes: All.

B.) Motion by Vincent, support by Brown, CARRIED, to approve payment of the Water Fund in the amount of \$437,321.36. Discussion followed. Ayes: All.

Reports:

A.) **Superintendent report:** Vallad gave a verbal as well as written report. Vallad stated that three years ago, the Safe Drinking Water act initiated the lead free act. The act calls for 0% lead products to be used for anything to do with water. All of our replacement fittings that we have in inventory have lead in them. Vallad asked approval to replace them all as soon as possible, to which the Board approved. The Superintendent had one of a new dusk to dawn LED lights to show the Board. It was one of 8 purchased for a total of \$1,000, which included a tablet to control them. Vallad discussed a phone conference he, Cleaver and 2 others had with ATC regarding the possibility of purchasing the switching station near L.P. and the 69 line up to the substation. However we still have a bond on it and this is just in the exploration stage at this time.

- Motion by Johnson, support by DenBoer, CARRIED, to authorize the purchase of the SampleSafe Full Processing with installation for \$5,470.00 from SDMyers, proposal #806012. This is for the transformer at the hospital. Discussion followed. Ayes: All.

B.) **Update on other common items:** None.

Electric Operation:

A.) **Cloverland agreement for joint pole use:** Waiting for signature page back from CEC. Discussion followed.

B.) **Village Offices Electric:** Vallad stated he had a meter put on the new building and will have them placed on any new Village buildings in the future because he needs to keep track of usage. Discussion regarding billing of the Village buildings followed. Medelis

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Present: Paul List, Sharon Brown, Lisa DenBoer, Jim Johnson, Charles Medelis.

Absent: None.

Also Present: Village Manager Cleaver, Clerk Schummer, Superintendent Vallad, Carol Anderson, Larry Vincent.

1. **Call to Order:** Chairman List called the meeting to order at 7:00 p.m. at the Water & Light Office followed by the Pledge of Allegiance.
2. **Minutes:** Motion by Brown, support by Johnson, CARRIED, to approve the December 8, 2015 regular meeting minutes as written. Ayes: All.
3. **Guests:** None.
4. **December 2015 Bills:**
 - A.) **Electric Fund:** Motion by Johnson, support by Medelis, CARRIED, to approve payment of the Electric Fund in the amount of \$240,359.10. Discussion followed which included timing of payments, yearly versus quarterly. Manager Cleaver will check into payment time schedule. Replacement of a broken pole by out-of-town contractor was also discussed. Question of buying bottled water for employee use. Ayes: All.
 - B.) **Water Fund:** Motion by Brown, support by Johnson, CARRIED, to approve payment of the Water Fund in the amount of \$13,499.81. Discussion followed. Ayes: All.
5. **Reports:**
 - A: **Buckler Consulting:** Paul List stated that the invoice included in the packet from Eric Buckler Consulting in the amount of \$1,280.00 is Mr. Buckler's final invoice.
 - B: **Superintendent report:** Vallad gave a verbal as well as written report. The contract for setting up on-line bill paying was reviewed and discussed. Will move forward with oil change on the generators after Cleaver investigates as to whether it was approved at a prior meeting. Peak shaved twice, didn't hit peak. Looking into getting a charge card machine in the W&L office. Discussed policy for line-freeze and "dirty-water" let-run. Reasons for and solutions for the "dirty-water" was discussed. As a result of possibly losing a mechanic, Vallad asked permission to move a part-time position to temporary full-time, the Board approved. Christmas lights were taken down and repaired, will try to have the bells plastic covers replaced for next year. Also discussed: the rate study, Miss Dig and winter storm wind damage cleanup which included: one brief outage; branches on lines and two poles were replaced.
 - C: **Update on other common items:** None

6. Electric Operation:

- A. Cloverland/MISO Hydro-Power Supply Scheduling: Glenn Keates submitted email to MISO agreeing to the transfer of transmission December 31, 2015.
- B. January 6th Email: Last minute rush for Load Shift Table for 2016-2017 ARR Registration from CEC Bob Malaski.
- C. Cloverland Agreement for Joint Pole Use: Waiting for signature page back from CEC.
- D. Hydro Contract: Signed December 28, 2015.

7. Water Operation:

- A. AECOM invoice: Moved by Johnson, support by Brown, CARRIED, to recommend to Village Council to approve payment of AECOM (Construction Admin/Addtl Services) Inv. #37684016, dated 01/08/16 in the amount of 18,245.61. Ayes: All.

8. Other Agenda Items:

A: Unfinished business: None.

B: Other business:

- i. MMEA (rep/eo): Requirements for public comment was discussed.
- ii. EA Adjustment: Chairperson List gave a brief explanation EA, discussion followed. Moved by Brown, support by DenBoer, CARRIED, to adjust EA for the 1st six months of 2016 to \$0.017554. Ayes: All.
- iii. Paul List Resignation: Chairperson List resigned his position with the W&L Board effective January 31, 2016. Moved by Johnson, Support by Brown, CARRIED, to accept, with extreme regret, Paul List's resignation effective January 31, 2016. Ayes: All. Sharon Brown will act as Pro-tem Chairperson.
- iv. Swearing In: Lawrence Vincent was sworn in as the new W&L Board member, by Clerk Schummer.
- v. Credit Card: Superintendent Vallad asked that the credit card limit be raised. Moved by Medelis, support by DenBoer, CARRIED, to raise the W&L credit card limit to \$3,000.00 a month from \$1,500.00. Ayes: All.
- vi. Journeyman: Vallad stated that he had received a call from a journeyman that may be interested in working for the Village of Newberry. Discussion followed.

Public Comment:

- A. Opportunity for Public Comment on Energy Optimization/Report Biennial Plan: None.

ADJOURNMENT: Motion by Medelis, support by Brown, CARRIED, to adjourn meeting at 8:49 p.m. Ayes: All.

These minutes are unapproved until voted on at the next meeting.

Terese Schummer, Clerk

Paul List, Chairperson