

**MINUTES OF THE ALGOMA UTILITY COMMISSION MEETING OF
June 13, 2007**

President Guy Haasch called the meeting of the Algoma Utility Commission to order on June 13, 2007 at 4:00 P.M. in compliance with the open meeting law.

Members present: Guy Haasch, Robert Hafeman, Bruce Charles and Russell Ritchie.
Also present: Jim LeCloux and Nancy Johnson.

Member absent: Sylvén Konkél.

Charles motioned, seconded by Hafeman to adopt the agenda set for the June 13, 2007 meeting.

Hafeman motioned, seconded by Ritchie to approve the minutes of the May 8th, 2007 meeting.

Comments of Anyone Present:

None.

New Business:

- a.) WPPI drafted a letter that was sent to large power customers. Over the summer months several factors will increase electric costs. Conservation measures should be taken by all customers to keep power demands low and to minimize the cost impact. All Wisconsin utilities are experiencing volatility at this time.

Old Business:

- a.) Wiz Unwired will not be attaching to the North water tower.
b.) Emergency Management plans to attach to the North water tower. Utility Service Company is checking into doing partial railing support to reduce costs.
c.) Planning Commission, no utility projects.
d.) Sixth Court development: waiting for DNR approval. Project will be removed from agenda until bidding process begins (2008?).
e.) Well #2 reconstruction – well is online. Layne is investigating if the old motor is causing the vibration problem. Project update will be provided in future manager's reports. Bids will be solicited for Well #3 reconstruction.
f.) Substation upgrade: control house has been ordered.

Hafeman motioned, seconded by Ritchie to approve payment of bills and payroll as presented. Roll call vote: all yes. Motion carried.

Hafeman motioned, seconded by Charles to approve the April and May financial reports. Roll call vote: all yes. Motion carried.

Manager's Report:

LeCloux reviewed the attached report.

- Cross connection program was discussed.

Office Manager's Report:

Johnson reviewed the attached report.

- Joint metering fee was budgeted at a 4% increase for 2008.

Ritchie motioned, seconded by Charles to adjourn. Motion carried.

Meeting adjourned at 5:00 P.M.

President

Director

Secretary

Memo

To: Algoma Utility Commission
From: Jim LeCloux
CC: Nancy Johnson
Re: Managers Report for **June 13, 2007** meeting

1. Rebuild primary.
2. Repair blacktop on Hwy 42 at Maritime Pointe.
3. Pour slab for transformer at Algoma Lumber.
4. Change out electric and water meters to AMR reads.
5. Paint at # 1 well.
6. Did trenching for Algoma Hardwoods.
7. Load reclosures from North Sub that were sold.
8. Repair curb stop at 706 Fremont St.
9. Install three phase URD feed to Olson Fabrication.
10. Install down guy at 1219 Navarino St.
11. Renew electric service at 1413 Adams St.
12. Install new primary feed to west side of W/S Packaging.
13. Install foundation at North Sub for control house.
14. Assist Algoma Medical Center move freezer.
15. Temporary repair to telephone at Arlington & Lakeview hit by truck.
16. Electric and water disconnects/reconnects and door hangers.

ALGOMA UTILITIES MANAGER REPORT

To: ALGOMA UTILITY COMMISSION

From: NANCY JOHNSON

CC: JIM LECLOUX

Date: 6/8/07

Re: OFFICE MANAGER'S REPORT FOR 5/4/2007 - 6/8/2007 ACTIVITIES

Bonnie:

- Prepared Cross Connection Survey form for Chris
- Typed private well letter and DNR response letters for Jim
- Cross trained by reviewing and entering monthly sales data
- Process meter change outs and back bill (or issue credit) as permitted by PSC
- Scheduling electric and water meter replacements
- Operational training at customer site with WPPI regarding demand meters
- Create and maintain electric and water meter cards and meter status in Harris and Access database
- 2007 year to date changes: 120 water ERT meters and 358 electric ERT meters
- 2004-'07, approx: 1,192 water and 1,335 electric meters w/ERTs have been installed

Cheryl:

- Typed cross connections information sheet
- Pulled and filed meter cards
- Operational training with crew regarding meter types and disconnections
- Issued 151 electric disconnect notices in June
- May resulted in 3 electric disconnections, one meter remains disconnected

(OVER)

Nancy:

- Reviewed WPPI Power Point presentation for large customer breakfast, reviewed meeting with staff
- Estimated Public Benefits balance for ESR – for rebate availability
- Provided ESR with customer usage for commercial energy audit
- Attended phone conf. planning meeting for MEUW Accounting and Customer Service workshop
- Prepared annual Consumer Confidence Report for billing stuffer, distributed to public places and community organizations and issued certification to DNR
- Calculated several job estimates, researching customer contribution for upgrade project
- Discussed cross connection program with Chris, reviewed information sheet typed by Cheryl and survey form set up by Bonnie
- Reviewed private well letter created by Bonnie and verified mailing list
- Updated Commission signatures with banks and WPPI
- Providing electric and water budget info to various City departments
- Requested water rate case from PSC
- Assisted at front desk - staff absences
- Russ Ritchie presented the WPPI/Algoma Utility H.S. scholarships at the school awards ceremony. Winners were: Jenna Grzeslo and Brittany Schmidt. Copies of scholarship essays are included in Commission packets.