

**MINUTES OF THE ALGOMA UTILITY COMMISSION MEETING OF
September 16, 2009**

President Guy Haasch called the meeting of the Algoma Utility Commission to order on September 16th, 2009, at 5:00 P.M. in compliance with the open meeting law.

Members present: Guy Haasch, Robert Hafeman, Sylven Konkel, Russ Ritchie and Bruce Charles. Also present: Gary Paape, Richard Riederer and Nancy Johnson.
Members absent: none.

Charles motioned, seconded by Ritchie to adopt the agenda set for the September 16th, 2009 meeting. Motion carried.

Charles motioned, seconded by Konkel to approve the minutes of the August 19th, 2009 meeting. Motion carried.

Comments of Anyone Present:

None.

New Business:

- a.) Three salt bids were received. Morton Salt quote for \$120.30 per ton, freight included, was the low bid. This is the same cost as 2009. Ritchie motioned, seconded by Konkel to award the bid to Morton Salt. Roll call vote: all yes. Motion carried.

Old Business:

- a.) The insurance company has finalized the liability claim from 1421 Lake Street.
- b.) The Perry, Birch and Cedar Corners water main project was discussed. Final payment due to Tenor Pipeline is still in dispute.
- c.) Planning Commission, no new Utility projects.
- d.) The Public Service Commission held a public hearing today. The new water rates will be in effect will be for usage after September 29th.
- e.) The City and Utility are participating in the WPPI Energy Utility and Municipal Building Energy Efficiency Incentives program.
 - The internet link was added to our web site for the solar PV awning system so users can view the energy production statistics. Go to www.algomautilities.com and click on "Our Environment", select "Solar Project" and click on "Output Detail".
 - Office of Energy Independence will be accepting applications for energy efficiency projects. Projects that may qualify for stimulus funding are energy conservation retrofits and updating to energy efficient LED lighting.

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

Konkel motioned, seconded by Charles to approve the August financial reports. Roll call vote: all yes. Motion carried.

Final review of the budgets will be done at the October meeting.

Manager's Report:

Riederer reviewed the attached report.

- Attended the MEUW Lineman rodeo in Sturgeon Bay.

Office Manager's Report:

Johnson reviewed the attached report.

- Public Power Week plans were discussed. A toiletry drive will be held to benefit several non-profit organizations. A battery-powered lawn mower will be the grand prize. Other door prizes will include LED holiday lights.

- **Check us out on the web!** www.algomautilities.com

At 5:30 P.M. Hafeman motioned, seconded by Ritchie to go into closed session as provided by State Statute 19.85 (1) (c). Roll call vote: all yes. Motion carried.

At 5:44 P.M. Konkel motioned, seconded by Ritchie to resume to open session as provided by State Statute 19.85 (2). Roll call vote: all yes. Motion carried.

No action taken.

The next regular Commission meeting will be held Wednesday, October 21st at 5:00 P.M.

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

Meeting adjourned at 5:45 P.M.

President

Director

Secretary

ALGOMA UTILITIES OFFICE REPORT

To: ALGOMA UTILITY COMMISSION
From: NANCY JOHNSON
CC: RICHARD RIEDERER
Date: 9/10/09
Re: OFFICE REPORT FOR 8/10/2009 - 9/10/2009 ACTIVITIES

Bonnie:

- Prepared and mailed follow up customer contact letters
- Scheduled cross connection surveys and resurveys. Year to date, 172 cross connections surveys have been completed with an additional 7 scheduled for survey or re-survey. 141 of the surveys passed while 31 require re-inspection
- Updated balances in T.R.I.P. monthly to add finances charges to debts. Check balances weekly for any activity
- Work with a property manager to determine debt and ownership of a specific property
- Calculate new union dues per employee and forward to Local 310 Secretary

Cheryl:

- Issued 183 disconnect notices
- Disconnected 7 with 6 reconnected the same day
- Mailed notices for missing service agreements
- Working closely with disconnects on general service accounts
- Attended FEMA Meeting

(OVER)

Mary:

- Updated/cleaned up information on deduct meters
- Figured sewer averages for customers on Perry Street for tree lawn watering
- Developed stuffer for Public Power Week
- Worked on website – Public Power Week, commission minutes, etc
- Participated in the Home Energy Suite Webinar
- Created spreadsheet with the E.R.T. to visual electric readings with variances of 3 kWhs or less
- There were five bulk water sales during the month of August
- Dakota Supply demonstrated MC-Lite meter reading system and worked with us to use the readings gathered from the demonstration for August's billing
- Received WPPI's scholarship to attend the Harris/Northstar Customer Conference in October
- Currently we have 349 customers on our ACH

Nancy:

- Worked on electric and water operating and maintenance and capital budgets
- Notified Economic Development fund recipients, scheduled photo, wrote news release and issued denial letters
- Worked with AT&T on new phone contract and billing setup. Annually the Centrex system will save several thousands on phone costs
- Contract signed with newspaper to secure lower rates, issued water system maintenance notice
- Negotiated new collection agency agreement to accommodate T.R.I.P. accounts
- Planned Public Power week activities with staff
- Viewed WPPI Home Energy Suite Webinar
- Recorded Algoma Lumber Company easement
- Reviewed several customer letters and monthly billing stuffer
- Reviewed new water rates developed by the P.S.C., scheduled Public Hearing and issued customer notification
- Attended Bank of Luxemburg fraud meeting
- Hosted FEMA board meeting

ALGOMA UTILITIES

Memo

To: Algoma Utility Commission
From: Dick Riederer
CC: Nancy Johnson
Re: Managers Report for. September 16, 2009

1. The Crew started turning water valves.
2. We are continuing building the Highway 42 Feeder Circuit.
3. We installed a 2" water service for the car wash and replaced the ¾" water service to the Quick – Mart on 5th St.
4. I have been working on the budget for 2010.
5. We have been getting quotes on selling used transformers.
6. We had a second demonstration on Itron Handheld. We used the handheld on August 27 for our meter reading and billing.
7. Christopher is checking our 3-phase meters and setting. We found a few errors with the installations so we will be correcting the problems. We will be ordering new test switches, meters and CTs.
8. I plan on attending the Lineman Rodeo in Sturgeon Bay on Sept. 12.
9. I plan on attending WPPI Convention in Green Lake on Sept. 17 and 18th.
10. We had an add put in the "Live Line" and "Rural Water" for our 1990 GMC Pickup and Wachs valve turner.