

**MINUTES OF THE ALGOMA UTILITY COMMISSION MEETING**  
**August 25, 2010**

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

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

Charles motioned, seconded by Hafeman to adopt the agenda. Motion carried.

Ritchie motioned, seconded by Konkol to approve the July minutes. Motion carried.

**Comments of Anyone Present:**

- Paape explained the Under Power Line Tree Program and the need to replace trees on Steele Street. Hafeman motioned, seconded by Charles to approve purchasing ten low-growth trees in 2010 at a cost of \$110 each. The trees will replace old trees that were interfering with power lines. Roll call vote: all yes. Motion carried.

**New Business:**

a.) None.

**Old Business:**

- a.) Post Employment Health Care Reimbursement Plan was tabled.
- b.) Deferred Compensation Savings Program was tabled.
- c.) Final payment due to Tenor Pipeline from the Perry, Birch and Cedar Corners water main project is still in dispute.
- d.) Planning Commission: no new Utility projects.
- e.) The City and Utility are participating in the WPPI Energy Utility and Municipal Building Energy Efficiency Incentives program.
  - The Utility received a \$720 WPPI energy conservation incentive for installing motion sensors in the hallways and vestibules.

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

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

**Manager's Report:**

Riederer reviewed the attached report.

**Office Manager's Report:**

Johnson reviewed the attached report.

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

Meeting adjourned at 5:50 P.M.

**The next regular Commission meeting will be held Wednesday, September 15<sup>th</sup> at **5:00 P.M.****

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President

Director

Secretary

# ALGOMA UTILITIES OFFICE REPORT

To: ALGOMA UTILITY COMMISSION  
From: NANCY JOHNSON  
CC: RICHARD RIEDERER  
Date: 8/18/10  
Re: OFFICE REPORT FOR 7/16/2010 - 8/18/2010 ACTIVITIES

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**Bonnie:**

- Participated in WPPI Customer Information System (CIS) Committee meeting the weeks of July 26<sup>th</sup> and August 2<sup>nd</sup>.
- Scheduled cross connection and meter replacements with the following results:
  - 9 cross connections surveys scheduled
  - 42 cross connection surveys have failed, 5 of which are from 2009
  - 66 cross connection surveys have passed
  - 2 refused survey
- Update sales spreadsheet to better accommodate our needs.
- Research cross connection information on DNR web site.

**Cheryl:**

- Sent out 223 disconnection notices in August.
- Following up with customers on service agreements.
- Working closely with assistance programs.
- Worked with customers to set up payment plans for deposits requested.
- Attended E.F.S.P. county assistance meeting.
- Promoted free energy conservation items for Public Power Week.

(OVER)

**Mary:**

- Worked with disconnect customers and set up deferred payment agreements.
- Updated various pages on website.
- Compiled annual ERT to visual comparisons, very few discrepancies.
- Refunded deposits to customer who met the requirements.
- Worked with WPPI and Bonnie on capturing kWhs on meters with multipliers when meters are replaced.
- Worked with Bonnie/Nancy/Chris on changing a GS-1 customer to a CP-1 customer rate.
- Created monthly stuffer.
- Began working on reviewing water accounts that were finalled but do not have a next occupant.

**Nancy:**

- Researching new credit/debit card payment options.
- Cheryl and I attended the E.F.S.P. county assistance meeting.
- Reviewed several customer letters, monthly billing stuffer and revised landlord letter.
- Coordinated new meter read phone line install with AT&T.
- Notified recipients of WPPI Community Contribution and Economic Development funds and issued denial letters.
- Attended (conf. call) MEUW planning meeting for Customer Service and Accounting workshop and Roundtable meeting.
- Drafted a list of sales tax questions and topics for the Department of Revenue Speaker at MEUW meeting.
- Discussed Public Fire Protection information at a special City Council meeting.
- Dick and I represented the Utility at the Algoma's Night out program.
- Promoted free energy conservation items for Public Power Week.
- Assisted at front desk to cover vacancies.

# ALGOMA UTILITIES

## Memo

To: Algoma Utility Commission  
From: Dick Riederer  
CC: Nancy Johnson  
Re: Managers Report for August 25, 2010

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1. Mailed the letter to the Wisconsin DNR with notification that our deficiencies have been corrected or a plan for correcting the deficiencies is in place.
2. The Line Crew installed Hendrix wire at two locations on Highway 42.
3. The 2002 Versalift was repaired by Utilities Sale and Service for leaking hydraulic hoses. The work was completed July 23.
4. The Infrared Testing of the Electrical System was completed on August 5 with two places of high temperature on connections.
5. On Tuesday August 10 I attended the member visit for WPPI at Green Bay.
6. We participated in Algoma Nite Out on July 27.
7. The Line Crew is rebuilding the Three Phase Circuit in the alley off of Clark St. between 2<sup>nd</sup> and First St.
8. On August 23 we will have all of our cell phones switched over to Verizon.
9. We have been working on the budget for 2011. No. 2 Well is due for its pump to be pulled and rehabilitated. No. 2 Well is not pumping correctly so we are looking for a solution to the problem.