

**VILLAGE OF MOUNT HOREB**  
**UTILITY COMMISSION MEETING MINUTES**  
**June 14, 2016**

The Mount Horeb Utility Commission met in regular session in the boardroom of the Municipal Building, 138 E. Main Street, Mount Horeb, WI.

**Call to Order/Roll Call:** Chairman Temby called the meeting to order at 7:00pm. Present were Scott, Glover, McNall, Fargo, Czyzewski, and Lyle. Village Administrator Nic Owen, Electric & Water Supervisor Dave Herfel, Wastewater Superintendent John Klein, and Finance Director/Treasurer Cheryl Sutter were also present.

**Minutes:** Lyle moved, Czyzewski seconded to approve the minutes of the May 10, 2016 meeting, carried by voice vote.

**Voucher and bank account information:** The voucher check report and bank account information were reviewed. McNall moved, Glover seconded to approve the vouchers and bank account information as presented, carried by voice vote.

**Baker Tilly review of 2015 Utility Audit report:** Aaron Worthman from Baker Tilly Virchow Krause LLP reviewed the 2015 audit report. He provided a brief review of the audit management letter and a summary of financial position for each utility. The Commissioners commended staff for their work to keep the utilities in great financial shape.

**Economic Development Corporation update and request for continued funding:** Michael McNall stepped down from the Commission and joined Brad Murphy from MHAEDC to provide an update on activities the group has been involved in during the past year. In November 2014 the Commission approved a funding request of \$50,000 in 2015 from the Electric Utility. Murphy and McNall requested that funding be continued in 2016. Scott moved, Czyzewski seconded to approve an additional \$50,000 be transferred to the Village General Fund which will then be provided to MHAEDC to continue their economic growth activities, carried by voice vote.

**Review bids and consider purchase of a new bucket truck:** Herfel reviewed bids that he received for the purchase of a new bucket truck. He recommended approval of the low bid from Utility Sales and Service. McNall moved, Lyle seconded to approve the bid of \$180,001.39 from Utility Sales and Service for the purchase of a new bucket truck, carried by voice vote.

**Consider 2017-2021 Capital Expenditures budget:** Herfel reviewed his five year capital budget plan for the Electric and Water Utilities. Glover moved, Czyzewski seconded to approve the Electric & Water proposed 2017-2021 capital budget, carried by voice vote.

Klein reviewed his five year capital budget plan for the Sewer Utility. Lyle moved, Fargo seconded to approve the Sewer Utility proposed 2017-2021 capital budget, carried by voice vote.

**Approval of the 2015 CMAR annual report (Resolution 2016-09)**: Klein reviewed the CMAR report with the Commission. He explained that the scores for the most part were good except for the biosolids rating. The scoring in that category was worse in 2015 due to an issue with the company under contract for the biosolids spreading. Klein is working with that company to resolve the issue. Glover moved, Scott seconded to approve Resolution 2016-09 adopting 2015 CMAR, carried by voice vote.

**Electric/Water Superintendent Report**: Herfel reviewed his monthly report.

**Wastewater Superintendent Report**: Klein reviewed his monthly report.

**Adjournment**: There being no further business before the Commission, Glover moved, Czyzewski seconded to adjourn the meeting at 8:25pm, carried by voice vote.

Minutes by Cheryl J Sutter, Finance Director/Treasurer