

**VILLAGE OF MOUNT HOREB  
UTILITY COMMISSION MEETING MINUTES  
MAY 8, 2018**

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 7:00 pm. Present were McNall, Glover, Czyzewski, Hill, and Lyle. Vierima was absent. Village Administrator Nic Owen, Village Electric & Water Supervisor Dave Herfel, and Finance Director/Treasurer Amy Hall were also present.

**Minutes**: Glover moved, Lyle seconded to approve the minutes of the April 10, 2018 meeting as presented, carried by voice vote.

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

**2017 Audit Report**: Bethany Ryers of Baker Tilly Virchow Krause was present to review the audit reports. She reviewed highlights of the Communication to Those Charged with Governance and Management report. She also reviewed the Report to the Commission with highlights of the financial report.

**Electrical Distribution System Study Review**: Bruce Beth from Forster Electrical Engineering was present to review the Electrical Distribution System Study and discuss progress on the long-range planning process for a new substation. His recommendation was to consider feasible land on which to put the substation over the next year. Transmission lines will be available to service the new substation in 2022, therefore, Bruce's recommendation is to apply with the PSC for the new substation in 2019.

**Excess Water Policy Discussion**: The excess water policy verbiage was discussed. There was agreement that PSC Chapter 185.35 should be added to the policy to clarify how the policy was determined. Staff will incorporate requested changes to the policy and bring it to the June meeting for consideration.

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

**Wastewater Superintendent Report**: Owen reviewed Klein's monthly report. He also reviewed the water pollution control facility construction project.

**Adjournment**: There being no further business before the Commission, Lyle moved, Glover seconded to adjourn the meeting at 8:44 pm, carried by voice vote.

Minutes by Amy S Hall, Finance Director/Treasurer