

BLACK RIVER FALLS UTILITY COMMISSION MEETING MINUTES

February 25, 2019

Utility Commission President John Lund called a meeting of the Black River Falls Municipal Utility Commission to order on February 25, 2019 at 4:28 p.m. in the conference room at 119 North Water Street. Commissioners in attendance were Pete Olson, Jay Eddy, John Lindahl, and Don Mathews. Also present were General Manager Casey Engebretson, Office Manager Julie Babcock, Electric Operations Supt. Kevin LaValley, Line Foreman Cal Thompson, and Kyle Von Ruden (Banner Journal).

A motion was made by Commissioner Lindahl and seconded by Commissioner Olson to approve the minutes from the January 28, 2019 Regular Meeting.

Aye: Lund, Lindahl, Olson, Mathews, and Eddy
Motion carried.

A motion was made by Commissioner Eddy and seconded by Commissioner Mathews to approve the accounts payable vouchers; Accounts Payable (CK #35355 - #35424; HC #100261 - #100269) – Totaling \$755,272.36.

Aye: Lund, Lindahl, Olson, Mathews, and Eddy
Motion Carried.

Julie Babcock reviewed the January 2019 financial statements and arrearages. Julie informed the Commission that the auditors have concluded the onsite review and have only a couple of journal entries remaining that will need to be completed once the City audit is conducted.

Kevin LaValley informed the Commission that it was determined that Hydro #1 had hydraulic cylinders that were leaking, causing the brakes to slowly release over time. Hydro operators and linemen recently completed the work to rebuild the brake cylinders. Kevin also stated that New Age Tree Service has completed distribution line clearance on Lower Falls Drive.

Casey Engebretson informed the Commission that a letter was received from the Federal Energy Regulatory Commission (FERC) as a follow-up to the FERC Triennial Dam Inspection conducted in August 2018. The letter stated that the inspection found no deficiencies and thanked BRFMU for our continued attention to dam safety. Casey commended the diligence and hard work of the entire electric staff in ensuring the dam structure and operations remain compliant.

A motion was made by Commissioner Lindahl and seconded by Commissioner Olson to award a Commitment to Community grant request to the Black River Falls Shooting Tigers in the amount of \$150.00.

Aye: Lund, Lindahl, Olson, Mathews, and Eddy
Motion Carried.

A motion was made by Commissioner Olson and seconded by Commissioner Mathews to award a Commitment to Community grant request to the National Fire Safety Council in the amount of \$90.00.

Aye: Lund, Lindahl, Olson, Mathews, and Eddy
Motion Carried.

Casey Engebretson informed the Commission that the MEUW District Dinner meeting has been rescheduled for April 4th at Skyline. Commissioners Lund and Lindahl will be attending along with some staff members.

Casey Engebretson informed the Commission that BRFMU has been selected to undergo an electric billing audit conducted by the Public Service Commission of Wisconsin (PSCW). BRFMU has submitted responses to the PSCW audit data request. The PSCW will review these responses and determine if any deficiencies are present. If

deficiencies are noted, BRFMU would then be required to submit responses explaining how the Utility will remedy the deficiencies. An update will be presented at a future Commission meeting.

Casey Engebretson discussed the availability of a WPPI scholarship available to new managers to cover the costs associated with attending an American Public Power Association (APPA) conference. Casey also stated that WPPI makes a scholarship available to member utilities on a three-year rotational basis for staff or board members to attend an APPA event. The Commission felt it would be beneficial for Casey to attend an APPA event and gave him permission to do so in the future.

The Commission discussed the intention of moving forward with the preliminary work for a new utility operations center. The decision to begin advertising for construction manager and architect requests for proposals will be revisited at the next Commission meeting. The makeup of the building committee was also discussed and will be determined at a subsequent meeting. The Commission stressed the importance of transparency and public engagement throughout this project.

A motion was made by Commissioner Lindahl and seconded by Commissioner Eddy to adjourn the meeting at 5:30 p.m.

Aye: Lund, Lindahl, Olson, Mathews, and Eddy
Motion Carried.

Casey Engebretson, General Manager
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