



MINUTES OF THE WATER COMMISSION

MONDAY, OCTOBER 10, 2022, 8:30 AM

Held Virtually Via Zoom

A. ZOOM INFORMATION

I. This item contains a document that provides call-in information and instructions for the Zoom virtual meeting.

On Monday, October 10, 2022, the Water commission met virtually via Zoom. President Heugel called the meeting to order at 8:30 a.m.

B. ROLL CALL

I. Roll call attendance for the Water Commission meeting of October 10, 2022.

Recording Secretary Wagner called the roll. Six commission members responded: President John Huegel, Vice President Jamie Wall, Secretary-Treasurer Tom Karman, Al Farvour, Kathryn Hasselblad-Pascale, and Elizabeth Wheat. Member Jacque Bolye arrived at 8:33 a.m. Absent: Craig Stevens.

Also Present:

Nancy Quirk, Sarah Fidler, Stephanie Rogers, Kristin Romanowicz, Russ Hardwick, Jason Maes, Brian Powell, Jordan Wagner, Bill Kumbalek, and Patrick Glynn (Carson Dettmann Consulting).

C. APPROVAL OF THE AGENDA

I. Approval of the Water Commission agenda for October 10, 2022.

Motion by member Hasselblad-Pascale, seconded by member Wall, to approve the agenda. Voice vote being had, the motion passed unanimously.

D. APPROVAL OF MINUTES

I. Approval of the Water Commission meeting minutes from August 8, 2022 and September 26, 2022.

Motion by member Wall, seconded by member Farvour, to approve the August 8, 2022 minutes. Voice vote being had, the motion passed unanimously.

Motion by member Hasselblad-Pascale, seconded by member Farvour, to approve the September 26, 2022 minutes. Voice vote being had, the motion passed unanimously.

E. REGULAR BUSINESS

Member Boyle joined the meeting at 8:33 a.m.

I. Introduction of new Water Utility employees: Executive Assistant, Jordan Wagner and Distribution Maintenance Person, Bill Kumbalek.

General Manager Quirk introduced employee Wagner. Wagner gave a brief overview of her background and experience. President Heugel welcomed employee Wagner. Quirk then introduced employee Kumbalek. Kumbalek gave a brief overview of where he came from and his hobbies. President Heugel welcomed employee Kumbalek

3. August 2022 Financial Report.

Business Manager Rogers presented the Water Utility's August 2022 financials and cash position. All were within expectations. No substantive issue of concern was identified. Business Manager Rogers, responded to questions with regards to the revenue related to a DNR grant and providing month-to-month budget comparison reports in the future. Motion by member Karman, seconded by member Hasselblad-Pascale to receive the financials and place on file. Voice vote being had, the motion passed unanimously.

F. INFORMATIONAL

I. Building Project Update.

Engineering Services Supervisor, Romanowicz, gave a brief update on the Water Utility facility building remodel. The drive-through window should be open within the week. Staff are working with the contractors to finish the final punch list items and get a final payment scheduled.

2. Presentation from Carlson Dettmann Consulting on cost of living and pay adjustment trends.

Patrick Glynn from Carlson Dettmann Consulting presented information on current cost of living and employer pay adjustment trends, including differences within the public and private sectors. General Manager Quirk and Patrick Glynn responded to questions from commissioners, a general discussion ensued and covered topics such as: structural versus performance merit-based pay adjustments and how they can impact employee morale, other benefits that are offered to entice and retain staff, what the Water Utility should do within reason and that is fiscally responsible to attract and maintain employees. General Manager Quirk informed commission members that another employee engagement survey will be kicked off in November as a follow up to the 2018 survey and that the November results can be shared at the end of the year.

Member Boyle left the meeting at 8:50 a.m.

2. General Manager Update.

General Manager Quirk asked HR Coordinator Fidler to present the Workforce Report section of the update. Operations Manager Powell presented the PipeDiver Results and the Energy Study at Lake Station Update portions of the update. General Manager Quirk then presented the rest of the items from her report:

- I. Workforce Report
 - a. Recruitment
 - i. Supply Maintenance Manager (FT)
 - b. Safety Coordinator for 2023
2. GBW Training Center to serve as November 8 Election Site
3. Ad Hoc Workgroups
 - a. Personnel
 - b. Budget
4. PipeDiver Results
5. Energy Study at Lake Station Update
6. Pulaski Wholesale Customer Update
 - a. Meeting with DNR and PSC
 - b. Open Records Request

G. ADJOURNMENT

- I. Motion to adjourn the Water Commission meeting of October 10, 2022.

Motion by member Karman, seconded by member Wall, to adjourn the meeting. Voice vote being had, the motion passed unanimously. The meeting adjourned at 9:32 a.m.