



**TWO
RIVERS**
WISCONSIN

JOINT PERSONNEL AND FINANCE COMMITTEE AND UTILITY COMMITTEE MEETING

Wednesday, November 02, 2022 at 6:00 PM

Council Chambers- City Hall, 3rd Floor
1717 E. Park Street, Two Rivers, WI 54241

MINUTES

1. CALL TO ORDER

Acting Chairperson Bonnie Shimulunas called to order the Personnel & Finance Committee meeting at 6:16 PM.

Chairperson Darla LeClair called to order the Public Utilities Committee Meeting at 6:16 PM.

2. ROLL CALL

Personnel & Finance Committee Members Present: Bonnie Shimulunas, Adam Wachowski
Excused: Jeff Dahlke

Public Utilities Committee Members Present: Darla LeClair, Tim Petri
Excused: Jason Ring

Also Present: Scott Ahl, Civil Engineer; Dave Buss, Finance Director; Brian Dellemann, Electric Utility Director; Matt Heckenlaible, Public Works Director; Andrew Sukowaty, Water Utility Director; and Greg Buckley, City Manager.

3. 2023 BUDGET--Review of Utility Budgets

A. Electric

Electric Utility Director Brian Dellemann presented the proposed Electric Utility Budget for 2023. The proposed budget includes no increase in billing rates, a 3% cost of living increase plus an extraordinary wage increase of 5% to keep pay rates competitive with comparable utilities, no changes in staffing levels or anticipated retirements, and a seasonal summer employee budgeted at 450 hours. The proposed extraordinary pay increases are key to successful employee recruitment and retention, consistent with city goals and objectives. Wage information for other Wisconsin municipal electric utilities was presented. The capital project plan was also reviewed.

Revenues are projected using an 8-year average consumption, 2022 annualized consumption, adjustments for load added in the year, and estimated usage on new loads coming on the system in the budget year, including a factor to assume continuing high PCAC adjustments.

Personnel & Finance Committee Motion: Motion by Wachowski to recommend to Council adoption of the Electric Utility budget as presented, with the exception that the extraordinary wage adjustment be decreased from 5% to 2.5%. Seconded by Shimulunas. Motion carried.

Public Utilities Committee Motion: Motion by LeClair to recommend to Council adoption of the Electric Utility budget as presented, with the exception that the extraordinary wage adjustment be decreased from 5% to 2.5%. Seconded by Petri. Motion carried.

B. Telecommunications

Electric Utility Director Dellemann presented the Telecommunication Utility Budget. A capital project for 2023 includes downtown and beach public wi-fi improvements totaling \$35,000.

Personnel & Finance Committee Motion: Motion by Wachowski to recommend to Council adoption of the Telecommunications Utility budget as presented. Seconded by Shimulunas. Motion carried.

Public Utilities Committee Motion: Motion by Petri to recommend to Council adoption of the Telecommunications Utility budget as presented. Seconded by LeClair. Motion carried.

C. Water

Water Utility Director Andrew Sukowaty presented the proposed Water Utility Budget for 2023. The proposed budget includes continuing to hire a temporary, seasonal staff member for general maintenance with no other significant changes in full-time staffing, no change in billing rates, a mandated corrosion control program, and a 3% cost of living increase plus an extraordinary wage increase of 3% to keep pay rates competitive with comparable utilities. Wage information for other Wisconsin municipal electric utilities was presented. The capital project plan was also reviewed.

The budget includes an increase in the property tax equivalent payment back to the PSC calculated amount. The City Council had "frozen" this amount in past years to aid the Water Utility in recovery from its negative cash situation. The proposed property tax equivalent payment increases \$91,572 in 2023.

Personnel & Finance Committee Motion: Motion by Wachowski to recommend to Council adoption of the Water Utility budget as presented. Seconded by Shimulunas. Motion carried.

Public Utilities Committee Motion: Motion by LeClair to recommend to Council adoption of the Water Utility budget as presented. Seconded by Petri. Motion carried.

D. Wastewater

Public Works Director Matt Heckenlaible and Civil Engineer Scott Ahl presented the proposed Wastewater Utility Budget for 2023. The proposed budget includes some reallocation of wage expenses including an increase for the Engineering Technician from a 70% position to a full-time position. Many of the other increases are expenses due to increases in chemical costs and budgeting for additional catastrophic events.

Personnel & Finance Committee Motion: Motion by Wachowski to recommend to Council adoption of the Wastewater Utility budget as presented. Seconded by Shimulunas. Motion carried.

Public Utilities Committee Motion: Motion by Petri to recommend to Council adoption of the Wastewater Utility budget as presented. Seconded by LeClair. Motion carried.

E. Storm Water

Public Works Director Matt Heckenlaible and Civil Engineer Scott Ahl presented the proposed Storm Water Utility Budget for 2023. The proposed budget includes some reallocation of wage expenses including an increase for the Engineering Technician from a 70% position to a full-time position.

Personnel & Finance Committee Motion: Motion by Wachowski to recommend to Council adoption of the Storm Water Utility budget as presented. Seconded by Shimulunas. Motion carried.

Public Utilities Committee Motion: Motion by Petri to recommend to Council adoption of the Storm Water Utility budget as presented. Seconded by LeClair. Motion carried.

F. Solid Waste

Public Works Director Matt Heckenlaible and Civil Engineer Scott Ahl presented the proposed Solid Waste Utility Budget for 2023. The proposed budget includes an increase in street sweeping costs. There are no budgeted rate or sticker fee increases.

There was discussion of possibly moving the street sweeping function from this fund to the Storm Water Fund in the future, for two reasons: 1. Street sweeping is paid for in many cities from their storm water funds, because it related to storm water permit compliance. 2. To avoid the need for any increase in the Environmental Fee or sticker fees.

Personnel & Finance Committee Motion: Motion by Wachowski to recommend to Council adoption of the Storm Water Utility budget as presented. Seconded by Shimulunas. Motion carried.

Public Utilities Committee Motion: Motion by Petri to recommend to Council adoption of the Storm Water Utility budget as presented. Seconded by LeClair. Motion carried.

4. NEXT MEETING --THURSDAY, NOVEMBER 10, 2022, 6:00 PM

5. ADJOURNMENT

Personnel & Finance Committee Motion: Motion by Wachowski to adjourn the meeting at 9:43 PM. Seconded by Shimulunas. Motion carried.

Public Utilities Committee Motion: Motion by LeClair to adjourn the meeting at 9:43 PM. Seconded by Petri. Motion carried.

Respectfully Submitted,

Jamie Jackson
City Clerk