VILLAGE OF MOUNT HOREB
UTILITY COMMISSION MEETING MINUTES
January 10, 2023

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

1. **Call to Order/Roll Call**: Chairman Temby called the meeting to order at 7:00 pm. Present were Halverson, Glover, McNall, Czyzewski, Temby, Lyle and Vierima. No members were absent. Village Administrator Nic Owen, Wastewater Superintendent John Klein, Electric Superintendent Jordan Schmitz, Waste Superintendent Josh Hyndman and Finance Director/Treasurer Joan Stuessy were also present.

2. **Public Comments**: None

3. **Consent Agenda-Minutes**: McNall moved, Glover seconded to approve the minutes of the December 13, 2022 meeting, carried by voice vote.

4. **Agenda Items:**

   a. **Consider bank account information and check registers for December 2022** The voucher check report and bank account information were reviewed. Czyzewski moved, Halverson seconded to approve the vouchers and bank account information for December 2022, as presented, carried by voice vote.

   b. **Consider Award of Bid for Substation Structures** Forster Electrical Engineering provided a written document comparing the three bids that were received and disclosed a recommendation to award the contract to Tatman Associates for the price of $249,940. Jordy Schmitz commented that other utilities have utilized Tatman, but the Village of Mount Horeb has not hired them before. Jordy mentioned that other utilities were happy with the work performed by this company to the best of his knowledge. Forster also commented in the summary letter that they have found this company to be a reliable choice. Lyle moved, Vierma seconded to approve the award for bid for $249,940 to Tatman Associates, carried by voice vote.

   c. **Electric Department Report**: Schmitz reviewed the monthly report.

   d. **Water Superintendent Report**: Hyndman reviewed the monthly report.

   e. **Wastewater Superintendent Report**: Klein reviewed the monthly report.

5. **Meeting Adjournment**: There being no further business before the Commission, Lyle moved, McNall seconded to adjourn the meeting at 7:32 pm, carried by voice vote.

Minutes by Joan Stuessy, Finance Director/Treasurer