

VILLAGE OF MOUNT HOREB
UTILITY COMMISSION MEETING MINUTES
April 11, 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 Glover, McNall, Temby, and Vierima. Halverson and Czysewski 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:** Several contractors working on the Lead Line Replacement project appeared before the Commission to acknowledge the hard work of Josh Hyndman and staff for oversight of the project. Commission staff also recognized the hard work of the Water utility and mentioned positive feedback regarding the overall success of the project.
- 3. Consent Agenda-Minutes:** McNall moved, Glover seconded to approve the minutes of the February 14, 2023 meeting, carried by voice vote.
- 4. Agenda Items:**
 - a. Review and consider lease rate increases for leased properties: Wastewater Treatment Plan and (former) Utility Shop Building**

Nic Owen mentioned that these two leases were discussed at the Finance and Personnel Committee last week, and it was recommended that the Utility commission review the leases, since they are both rental income to the utilities. Discussion surrounded the Wastewater Treatment plant lease and the fact that the lessee was a good tenant and was a great partner in helping the environmental concerns surrounding the property. Recommendation from staff was to keep lease at current amount based on this information. Discussion continued on the former Utility Shop Building lease. The Finance committee thought it was reasonable based on current market conditions to increase the lease rental income by 3%. Utility Commission discussed this item. Vierma moved, McNall seconded to keep the Wastewater Treatment plant lease as is, and motioned to increase the former Utility shop building lease by 3%, carried by voice vote.
 - b. Consider bank account information and check registers for February and March 2023** The voucher check report and bank account information were reviewed. Glover moved, McNall seconded to approve the vouchers and bank account information for February and March 2023, as presented, carried by voice vote.

- c. **Electric Department Report**: Schmitz reviewed the monthly reports for February and March.
- d. **Water Superintendent Report**: Hyndman reviewed the monthly reports for February and March.
- e. **Wastewater Superintendent Report**: Klein reviewed the monthly reports for February and March.

5. Meeting Adjournment: There being no further business before the Commission, Glover moved, Vierma seconded to adjourn the meeting at 7:49 pm, carried by voice vote.

Minutes by Joan Stuessy, Finance Director/Treasurer