

Cumberland Municipal Utility Commission Meeting
Cumberland Municipal Utility Office

Date: 4/20/2023

Time: 10:00 AM

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Attendance:

Dean Bergstrom (General Manager)	P	Mayor Dan Shoemaker	P	Craig Turcott (Commission President)	P
Louie Muench (Commission Vice President)	P	John Anderson (Commission Secretary)	P	Bill Lussier	P
Michael Benjamin	P				

Other Attendees :

Tom Goldsmith, Lori Nyhus, Amanda Cook

Respectfully submitted by John Anderson, Secretary



TOPIC	DISCUSSION
1) Roll Call	Craig called the meeting to order at 10:00 A.M. All commissioners were present.
2) Approval of Agenda	Louie Muench made the motion to approve the agenda, John Anderson seconded. Motion approved.
3) Elect a Cumberland Utility Commission Secretary	Louie Muench made the motion to elect John Anderson secretary, Bill Lussier seconded. Motion approved
4) Public comment	Tom Goldsmith spoke, thanking the Utility for the opportunity to be part of the commission over the years. Mayor Shoemaker let the commission know that Tom had suggested the change to have Bill Lussier be the city liaison and that Tom has other areas of responsibility with the city council that require his time.
5) Review and approval of the 3/21/23 meeting minutes	John Anderson made the motion to approve the minutes as written, Michael Benjamin seconded. Motion approved.
6) Review and approval of payment vouchers	Clarification was made that voucher 14024 was listed correctly as "March Investments", 14059 will be changed to "April Investments" instead of "April Water Debt", and 14095 will be listed as "Waste Water Treatment USDA Loan Payment" instead of "March Investments". The decision was made to remove the color coding on the report as this was taking office staff time and raising questions during the meeting. Louie Muench made the motion to approve the vouchers, John Anderson seconded. Motion approved.

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<p>7) Review and approval of financial statement and project report</p>	<p>Bill Lussier requested to see the balance sheet for the utility on at least a semi-annual basis. Lori will print one for the next meeting. Mayor Shoemaker requested the word "Projected" be removed from the budget column on the P&L. Lori will change it to "Actual". Mayor Shoemaker requested an analysis of the financial impact of the loss of electrical at the old hospital assuming the building would be torn down. Lori is preparing the analysis. John Anderson requested the project report be updated to show any additional projects planned for 2023. If they were not shown in the original budget, they will be shown as \$0 under "2023 Budgeted" on the report. Bill Lussier brought up the need for a 3 year and a 5 year project plan. Michael Benjamin echoed the need to create those going forward. They should be created/updated as part of the budgeting process. John Anderson made the motion to approve the financial statement and project report, Michael Benjamin seconded. Motion approved.</p>
<p>8) Review, discuss and take any action on the future of purchasing a forklift</p>	<p>Dean presented the need for a forklift to safely and efficiently use the storage racks in the new maintenance shed. The proposal is to delay the purchase of a replacement truck for the water department until 2024 and use the money budgeted for that to purchase a forklift. After review of the options, it was decided the best option would be the LP Viper from Pete's trailers for ~\$35,000 pending verification of the lift height and location of the nearest service company.</p> <p>Motion made by Bill Lussier to table any action to the end of the meeting to allow time to receive answers to the above questions. Michael Benjamin seconded. Motion approved.</p>
<p>9) Discuss and take any action on utility shop building</p>	<p>Motion made by John Anderson to table any action to the end of the meeting to allow time to speak with Jonathan Kaufman regarding adding responsibility and dates for delivery of project specifications, submission to the state for approval and targeted completion date. Louie Muench seconded. Motion approved.</p>

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<p>10) Discuss and approve proceeding with watermain extension from Jeffrey Blvd to a crossing in front of 2815 Superior Ave.</p>	<p>Current watermain is undersized and uses dated galvanized pipe. Bids are currently out for old sewer pipe to be replaced and this watermain will tie into that project. It will be added as an addendum to those bids. Sewer expense will be covered by the USDA loan. Watermain will be covered by utility cash reserves. Dean will ensure the contract specifies the successful bidding party will be responsible for providing clean water to the site. John Anderson made the motion to approve proceeding with the watermain extension, Bill Lussier approved. Motion approved.</p>
<p>11) General Manager's Report</p>	<p>With the heavy snowfall and recent rain, it has been necessary for the waste treatment crew to open the valve to lower the equalization (EQ) basin to keep it below it's maximum capacity. This needs to be done during low flow rates which usually means coming in at night. Dean will research the cost to install an automated valve that will measure flow rates and open as necessary during low flow times. The auditors are in Cumberland this week and will be at the utility once finished with the city. The PSC approved the water rate increase. It will go into effect with the meter reading on May 31st.</p>
<p>12) Motion to convene to to closed session pursuant to Wis §§ 19.85 to consider employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body had jurisdiction or exercises responsibility</p>	<p>Louie Muench made the motion to move to closed session. Michael Benjamin seconded. Motion approved.</p>
<p>13) Motion to reconvene in open session pursuant to Wis §§ 19.85 and take any action as may be necessary or appropriate arising out of the closed session.</p>	<p>Bill Lussier made the motion to reconvene to open session. John Anderson seconded. No action was necessary.</p>
<p>14) Set next meeting date and time:</p>	<p>Monthly meetings will be moved to the 4th Tuesday of the month @ 4:00 P.M. with the next meeting on Tuesday, May 23rd.</p>
<p>Tabled (8) Forklift</p>	<p>Pete's confirmed the Viper lift was a 3-stage lift which provides the height needed. The warranty is parts only. In the event of an issue, parts will be shipped out and we will have to pay for labor. Herc-U-Lift out of the twin cities offers traveling service and they cover this area. John Anderson made the motion to approve the purchase of a Viper forklift from Pete's, Michael Benjamin seconded. Motion approved.</p>
<p>Tabled (9) Utility shop</p>	<p>Michael Benjamin made the motion to postpone any action until after meeting with Jonathan Kaufamn to discuss changes to the contract. Bill Lussier seconded. Motion approved.</p>

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15) Adjourn	Unanimous agreement to adjourn @ 2: 15 P.M.