

**REGULAR MEETING OF THE KIMBERLY WATER COMMISSION**  
**MINUTES**  
**August 13, 2024**

Chairman Johnson called the meeting to order at 11:00 am. Commissioner Stienen and Hanson appeared in person. Commissioner Hietpas appeared remotely. Also attending the meeting were Administrator/Public Works Director Block, Water Superintendent Verstegen. Jason Vollrath from Erickson and Associates appeared remotely.

**Approval of Minutes from the July 9, 2024, Meeting**

Commissioner Stienen moved, Hanson seconded the motion to approve the Water Commission minutes of the July 9, 2024, meeting. The motion carried by unanimous vote of the Commission.

**Unfinished Business**

**Update on Bills and Claims for May 2024, BrightSpring Health Services**

Administrator/Public Works Director Block reported that the BrightSpring payment was the result of a payment received in error and is the refund of that payment resulting in no additional expense to the Water Utility. Commissioner Hanson moved, Stienen seconded the motion to approve the Bills and Claims, and Financial Statements for the month of May 2024. The motion carried by unanimous vote of the Commission.

**New Business**

**Certificate of Payment #5 to V & T Painting, LLC**

Superintendent Verstegen reported this payment is to close out the pending work from the punch list, site cleanup and other miscellaneous items, noting that a final inspection was conducted by McMahon Associates Senior Construction Manager Jeffrey Kellner. Commissioner Stienen moved, Hanson seconded the motion to approve the Certificate of Payment #5 to V & T Painting, LLC in the amount of \$4,461.77 for the Tower #2 Water Tank Repainting Project, contingent on notary. The motion carried by unanimous vote of the Commission.

**Certificate of Payment #6-Final to V & T Painting, LLC**

Superintendent Verstegen reported that the project is now complete. Commissioner Hanson moved, Stienen seconded the motion to approve the Certificate of Payment #6-Final to V & T Painting, LLC in the amount of \$10,000.00 as final payment for the Tower #2 Water Tank Repainting Project. The motion carried by unanimous vote of the Commission.

**Bills and Claims, and Financial Statements for the month of June 2024**

Commissioner Hietpas questioned budgeted revenue and expenditures in comparison to anticipated year to date amounts. Superintendent Verstegen reported there are a couple of pending projects, noting the pulling of a well and resin projects and that this year may be a little behind on expenditures as it is anticipated that pulling the well may be pushed back to spring. Commissioner Stienen moved, Hanson seconded the motion to approve the Bills and Claims, and

Financial Statements for the month of June 2024. The motion carried by unanimous vote of the Commission.

**Presentation of the 2022 Water Utility PSC Reporting by Erickson and Associates**

Administrator Block reported that Jason Vollrath from Erickson and Associates, appearing remotely, will present the PSC 2022 report. Vollrath referred to the Return of Rate Base Computation noting that the Net Operating Income as a percent of Average Net Rate Base is 11.25% and that a rate increase cannot be completed when above 6%. Discussion regarding the Water Audit and Other Statistics, Water Loss, Superintendent Versteegen reported several major leaks have been detected and corrected. Commissioner Johnson questioned the Water Residential Customer Data and if it is normal to have so many customers in arrears. Superintendent Versteegen noted that this is low in comparison to other utilities. Further discussion regarding tax roll of unpaid water utility bills and penalties assessed. Steinen moved, Hanson seconded to approve the 2022 Water Utility PSC Report. The motion carried by unanimous vote of the Commission.

**Reports**

**Midwest Contract Operations, Inc.**

Superintendent Versteegen reported brine pump issues at Fulcer Street and corrected, main break on Patrick Street, many locates, shipments of meters and ERT's received, and staff continues to work on meter changes. Deadline for the EPA DNR Lead and Copper Survey is October 15<sup>th</sup> and is on schedule and is currently working on how to report the finding to the public.

**Public Participation**

None

**Adjournment**

Commissioner Stienen moved, Hanson seconded the motion to adjourn. The motion carried by unanimous vote and the Commission adjourned at 11:24 am.



Danielle Block  
Secretary

Dated September 4, 2024

Drafted by MMF

Approved by Water Commission on 9-10-24