

**SPECIAL MEETING OF THE KIMBERLY WATER COMMISSION
MINUTES
November 5, 2024**

Chairman Johnson called the meeting to order at 11:00 am. Commissioner Stienen, Hanson and Hietpas appeared in person. Also attending the meeting were Administrator/Public Works Director Block, Water Superintendent Verstegen, and Utility Billing Clerk Firchow. Greg Pitel, CPA from KerberRose appeared remotely.

Approval of Minutes from the October 8, 2024, Meeting

Commissioner Stienen moved, Hanson seconded the motion to approve the Water Commission minutes of the October 8, 2024, meeting. The motion carried by unanimous vote of the Commission.

Presentation of the 2023 Public Service Commission report by KerberRose

Greg Pitel, CPA from KerberRose reviewed the financial statements, statement of cash flows, and the Public Service Commission Annual report. Items noted included Operating Income/Loss of noncash depreciation expense, Operating and Maintenance costs include a large water tower painting cost that would not be anticipated in the next several years, General Fund and Capital Contributions created a positive contribution. Cash flows noted included non-cash depreciation expense, cash inflow/outflow, overall cash outflows noting an overall decrease, and cash reserves are lower than recommended. Public Service Commission Annual report is pending a final update and currently includes a return on rate of -9.68%, noting that years 2021 and 2022 had a positive rate of return. In determining a rate increase it was recommended to include estimate changes in operating costs, maintenance costs, and capital improvements in the next 2-5 years. Administrator/Public Works Director Block noted it had previously been approved to start proposals for a full rate increase.

Unfinished Business

None

New Business

2025 Water Utility Budget

Administrator/Public Works Director Block provided an overview. Noted items included finalized insurance costs, Schindler project has been moved back one year, fund balance has been applied, and TID 6 project plan budgeted amount for the water tower painting project needs to be applied. Superintendent Verstegen reviewed expense lines noting updated and anticipated changes to labor costs by category, overall increase at 6%, and an addition of a part-time employee. Commissioner Hanson moved, Stienen seconded the motion to approve the 2025 Water Utility Budget. The motion carried by unanimous vote of the Commission.

Contract between Village of Kimberly and Midwest Contract Operations for the Operations and Maintenance of the Water Treatment Facilities (January 2025 – December 31, 2030)

Superintendent Verstegen noted that it is not anticipated, but would need to exercise the 90-day termination of contract, should The Village of Little Chute not approve their contract with MCO. Commissioner Stienen moved, Hietpas seconded the motion to approve the contract between Village of Kimberly and Midwest Contract Operations for the Operations and Maintenance of the Water Treatment Facilities (January 2025 – December 31, 2030). The motion carried by unanimous vote of the Commission.

Annual Winter Appreciation Dinner

Discussion regarding the Annual Winter Appreciation Dinner. Administrator/Director of Public Works Block noted that other commissions do not hold a separate gathering and are included in the annual holiday dinner. It was determined to do without this gathering and expense in 2025 and will be revisited next year.

Reports

Midwest Contract Operations, Inc.

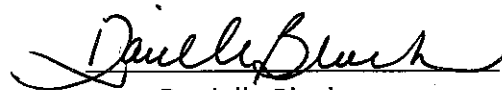
Superintendent Verstegen noted there would be a in depth presentation to answer questions regarding next 13 years and numbers submitted for the EPA audit. Letters will be mailed to confirmed lead service and unknown-most likely lead service customers. Discussion followed regarding funding possibilities for replacing lead services.

Public Participation

None

Adjournment

Commissioner Stienen moved, Hietpas seconded the motion to adjourn. The motion carried by unanimous vote and the Commission adjourned at 12:09 pm.



Danielle Block
Secretary

Dated November 18, 2024

Drafted by MMF

Approved by Water Commission on 12-10-2024