

Utility Service Board Meeting
March 26, 2015

Members Present: Sue Siefert, Henry Pictor, Tim Dietz, Jay Reichmuth

Member(s) Absent: Arnold Kirschner

Also Present: Comptroller Douglas Browne, Water Manager Steve Wintz, Gas Manager Scott Bauer, Clerk Treasurer Ron Weigel and Mayor Rick Fledderman

Chairperson Sue Siefert called the meeting of the Utility Service Board to order at 12:00 noon at the Mayor's Conference Room.

Mr. Dietz moved to accept the minutes of the February 26th Utility Service Board meeting. Mr. Reichmuth seconded the motion. The motion carried.

Mr. Wintz presented the Water Operations Report and Mr. Bauer presented the Gas Operations Report to the Board.

Mr. Browne then presented the Financial Reports. Mr. Browne recommended investing \$300,000 for 3 months, only if the interest rate is more than 0.50%. Otherwise, the cash is not to be invested. Mr. Reichmuth moved to approve the Investment recommendations, Operations, Financial and Investment Reports. Mr. Dietz seconded the motion. The motion carried.

The Claims for March were next discussed. Mr. Dietz moved to approve the Water Claims for this month. Mr. Reichmuth seconded the motion. The motion carried. Mr. Dietz moved to approve the Gas Claims for this month. Mr. Reichmuth seconded the motion. The motion carried.

Mr. Wintz and Mr. Bauer presented the Capital Improvements Report for February to the Board.

Mr. Weigel provided the Board a cost and benefit analysis to switch from mailing postcard bills, reminder notices and disconnect notices to having a third party (Boyce Mail Systems) mail letter-sized bills in envelopes and disconnect notices, eliminating the mailing of reminder notices. This will require a change in the cash collection procedure / policy, which will be put before the Board next month. Other miscellaneous bulk mailings, such as water quality reports and required gas mailings, will also use Boyce. Mr. Pictor moved to move ahead with the bill format change and to have Boyce provide mailing services for the Utility. Mr. Reichmuth seconded the motion. The motion carried.

There being no further business, the meeting was adjourned.
The next regular meeting of the Utility Service Board will be
Thursday, April 30, 2015 at 12:00 noon at the Mayor's
Conference Room, in the Memorial Building.

Chairperson
Sue Siefert

Secretary
Douglas Browne