

VANGUARD ELECTRIC COMMISSION AGENDA
VANGUARD SHOP
714 Blue Mounds Street | Black Earth, WI 53515
5:00 PM • Tuesday • 9/6/22

- 1) Call to order
- 2) Roll call
 - a. Mitch Hodson – Black Earth
 - b. Rod Howard – Black Earth
 - c. Scott Patchin – Black Earth
 - d. Kyle Kepler – Mazomanie
 - e. Peter Huebner – Mazomanie
 - f. Gary Harrop – Mazomanie
 - g. Mike Krawczyk – Citizen at Large
- 3) Proof of posting (Village of Black Earth, Village of Mazomanie, Star News)
- 4) Approval of minutes
- 5) Public comment (3 minutes per person)
- 6) Financial report
- 7) Superintendent's report
- 8) Discussion/Action—Approve change to Superintendent's August 2022 schedule
- 9) Discussion/Action—Hi-Ranger surcharge
- 10) Discussion/Action—Superintendent's review
- 11) Items for discussion at next meeting
- 12) Set next meeting date
- 13) Adjourn

PLEASE NOTE: If you need assistance to attend this meeting, please call 608-767-2561 to allow accommodations to be made.

Vanguard Electric Commission
Peter Huebner, President

Dated: 8/31/2022

MINUTES



September 6, 2022 | 5:00 PM

Vanguard Shop – 714 Blue Mounds St, Black Earth, WI 53515

1. **Call to order** Vanguard Electric Commission president Peter Huebner called the meeting to order at 5:00 PM.
2. **Roll call** Those in attendance upon roll call were Mitch Hodson, Rod Howard, Scott Patchin, Peter Huebner, Gary Harrop and Mike Krawczyk. There was a quorum.
3. **Proof of posting** Notice was posted at the Mazomanie and Black Earth village offices, and transmitted to Star News, on August 31, 2022.
4. **Approval of minutes** *Motion by Harrop/Hodson to approve minutes dated 7/19/22. Motion passed.*
5. **Public Comment (3 minutes per person)** None
6. **Financial report** 50% of budget spent in BE, 42% in Mazo. Down payment for school's solar project received. Received \$5,000 grant for apprentice schooling.
7. **Superintendent's report** Received down payment from Plastic Ingenuity; ordering material, transformer is a year out but can use spare if needed. Adding one service now, possibly another in the future. Big outage in Mazo a few weeks ago due to ATC outage. Engineering review underway for school solar, interconnection cost TBD. Both apprentices have school coming up; Lydia and Kurt have Management Training in October.
8. **Discussion/Action—Approve change to Superintendent's August 2022 schedule** Shawn switched a couple weeks on his August schedule. Per his contract, changes must be approved by Commission. Since it wasn't on July's agenda, changes still need to be officially approved. *Motion by Krawczyk/Harrop to approve changes to Shawn's August 2022 schedule. Motion passed.*
9. **Discussion/Action—Hi-Ranger surcharge** Versalift assessing a \$12K surcharge on bucket truck currently on order with Utility Sales. Surrounding utilities experiencing same thing. Can cancel order, but future cost will be more expensive.

Motion by Harrop/Patchin to approve bucket truck purchase with surcharge. Motion passed.
10. **Discussion/Action—Superintendent's review** Employee reviews are due at November meeting. Previously, Superintendent's review has been conducted by President and Vice President, with recommendations brought before entire board. Suggestion to make this standard procedure each year.

Motion by Krawczyk/Howard to have Superintendent's review performed annually by President and Vice President, with final approval by Commission. Motion passed.
11. **Items for discussion at next meeting** None
12. **Set next meeting date** November 15, 2022 @ 6:30 PM
13. **Adjourn** *Motion by Hodson/Krawczyk to adjourn. Motion passed.*

VANGUARD ELECTRIC COMMISSION
BALANCE SHEET
JULY 31, 2022

ASSETS

CURRENT ASSETS

1-11131-1001	PCB - CHECKING	411,727.57	
1-11131-1002	VEHICLE CHECKING	533,135.20	
1-11143-1000	ACCOUNTS RECEIVABLE	154,934.47	
1-11154-1000	INVENTORY	191,706.32	
1-11165-1000	PREPAID EXPENSES	9,971.03	
1-11165-1001	PREPAID HEALTH INSURANCE	6,477.28	
1-11165-1004	PREPAID VISION INS	5.72	

TOTAL CURRENT ASSETS 1,307,957.59

UTILITY PLANT

1-11111-1000	ACCUMULATED DEPRECIATION	(486,185.53)	
1-11392-1000	VEHICLES	468,581.56	
1-11394-1000	TOOLS, SHOP AND GARAGE EQUIPME	123,618.39	

TOTAL UTILITY PLANT 106,014.42

OTHER PROPERTY AND INVESTMENTS

1-11124-1000	RESCO STOCK	500.00	
1-11124-1001	RESCO CAPITAL CREDITS	50,270.00	

TOTAL OTHER PROPERTY AND INVESTMENTS 50,770.00

TOTAL ASSETS 1,464,742.01

LIABILITIES AND EQUITY

CURRENT LIABILITIES

1-21232-1001	WAGES PAYABLE	10,107.13	
1-21234-1000	DEFERRED REVENUE - FLOOD	19,950.71	
1-21242-1001	RETIREMENT PAYABLE	2,002.58	
1-21242-1003	DEFERRED COMP PAYABLE	400.00	
1-21242-1004	HEALTH INSURANCE PAYABLE	311.27	
1-21242-1005	LIFE INSURANCE PAYABLE	(1.80)	
1-21242-1006	LONG DISABILITY PAYABLE	11.06	
1-21242-1008	FICA PAYABLE	4,120.56	
1-21242-1009	STATE WITHHOLDING PAYABLE	679.18	
1-21253-1000	CUST ADVANCES FOR CONSTRUCTION	6,833.47	

TOTAL CURRENT LIABILITIES 44,414.16

EQUITY

1-31216-1000	UNRESTRICTED NET ASSETS	1,404,507.41	
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EQUITY

REVENUE OVER EXPENDITURES - YTD	<u>15,820.44</u>	
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BALANCE - CURRENT DATE 15,820.44

TOTAL FUND EQUITY 1,420,327.85

TOTAL LIABILITIES AND EQUITY 1,464,742.01

VANGUARD ELECTRIC COMMISSION
INCOME STATEMENT
FOR THE MONTH ENDING JULY 31, 2022

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
OPERATING REVENUES					
1-41400-1000 INCOME - BLACK EARTH	50,577.55	251,451.49	.00	(251,451.49)	.0
1-41400-1001 INCOME - MAZOMANIE	46,222.76	200,753.36	.00	(200,753.36)	.0
1-41410-1000 CIAC- BLACK EARTH	5,276.00	42,715.16	.00	(42,715.16)	.0
1-41410-1001 CIAC- MAZO	.00	5,527.04	.00	(5,527.04)	.0
1-41456-1000 OTHER ELECTRIC REVENUES - BE	450.00	1,400.00	.00	(1,400.00)	.0
1-41456-1001 OTHER ELECTRIC REVENUES - MAZO	450.00	600.00	.00	(600.00)	.0
TOTAL OPERATING REVENUES	102,976.31	502,447.05	.00	(502,447.05)	.0
OPERATING EXPENSES					
BLACK EARTH					
1-52107-1000 CONSTRUCTION WK IN PROGRESS-B	31,634.56	108,929.85	.00	(108,929.85)	.0
1-52560-1000 OPERATION SUPERVISION-B	4,040.91	27,043.05	.00	(27,043.05)	.0
1-52572-1000 MAINTENANCE OF LINES-B	4,828.12	51,258.51	.00	(51,258.51)	.0
1-52573-1000 MAINT OF LINE TRANSFORMERS-B	.00	42.50	.00	(42.50)	.0
1-52574-1000 MAINT OF STREET LIGHTING-B	1,033.56	4,871.57	.00	(4,871.57)	.0
1-52575-1000 MAINTENANCE OF METERS-B	689.48	8,780.91	.00	(8,780.91)	.0
1-52576-1000 VILLAGE MAINTENANCE-B	.00	6,594.07	.00	(6,594.07)	.0
1-52920-1001 ADMIN SALARIES-B	2,085.76	11,531.89	.00	(11,531.89)	.0
1-52923-1001 ACCOUNTING FEES-B	962.00	2,384.00	.00	(2,384.00)	.0
1-52923-1003 OFFICE EXPENSES-B	18.50	394.45	.00	(394.45)	.0
1-52923-1004 COMPUTER EXPENSES-B	30.00	210.00	.00	(210.00)	.0
1-52923-1005 POSTAGE-B	.00	69.62	.00	(69.62)	.0
1-52923-1006 MEALS-B	30.00	373.96	.00	(373.96)	.0
1-52923-1007 TRAINING-B	392.66	10,042.98	.00	(10,042.98)	.0
1-52923-1008 TRAVEL REIMBURSEMENTS-B	.00	488.48	.00	(488.48)	.0
1-52923-1009 TELEPHONE-B	104.45	704.49	.00	(704.49)	.0
1-52923-1011 DRUG PROGRAM-B	.00	206.25	.00	(206.25)	.0
1-52923-1012 HEARING TEST-B	.00	99.00	.00	(99.00)	.0
1-52923-1013 OFFICE EQUIPMENT RENTAL-B	63.29	451.04	.00	(451.04)	.0
1-52923-1014 UNIFORMS-B	341.69	1,838.38	.00	(1,838.38)	.0
1-52923-1015 BUSINESS INSURANCE-B	284.75	1,996.36	.00	(1,996.36)	.0
1-52923-1016 RENT-B	2,627.03	6,163.73	.00	(6,163.73)	.0
1-52923-1017 WORKER'S COMP INSURANCE-B	228.87	1,708.98	.00	(1,708.98)	.0
1-52923-1018 SMALL TOOLS & EQUIPMENT-B	5.99	1,228.35	.00	(1,228.35)	.0
1-52923-1020 LINEMAN SUPPLIES-B	228.97	727.42	.00	(727.42)	.0
1-52923-1021 REPAIRS & MAINTENANCE-B	.00	158.00	.00	(158.00)	.0
1-52923-1022 OTHER EXPENSES-B	.00	242.41	.00	(242.41)	.0
1-52923-1023 FICA-B	921.43	7,452.75	.00	(7,452.75)	.0
1-52923-1024 HEALTH INSURANCE-B	1,402.51	17,238.59	.00	(17,238.59)	.0
1-52923-1025 RETIREMENT-B	821.60	6,461.95	.00	(6,461.95)	.0
1-52923-1026 COMMISSION EXPENSES-B	.00	385.00	.00	(385.00)	.0
1-52923-1027 PAGER PAY-B	975.03	4,875.15	.00	(4,875.15)	.0
1-52923-1028 MINOR MATERIALS-B	1,477.65	2,671.05	.00	(2,671.05)	.0
1-52923-1029 LIFE INSURANCE-B	25.56	168.17	.00	(168.17)	.0
1-52923-1030 LONG TERM DISABILITY-B	28.58	169.99	.00	(169.99)	.0
1-52923-1031 RETIREE BENEFITS-B	141.99	993.93	.00	(993.93)	.0
1-52935-1000 MAINTENANCE OF GENERAL PLANT-	878.61	7,019.82	.00	(7,019.82)	.0
TOTAL BLACK EARTH	56,303.55	295,976.65	.00	(295,976.65)	.0
MAZOMANIE					

VANGUARD ELECTRIC COMMISSION
INCOME STATEMENT
FOR THE MONTH ENDING JULY 31, 2022

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
1-53107-1000 CONSTRUCTION WK IN PROGRESS-M	17,461.78	52,232.21	.00	(52,232.21)	.0
1-53560-1000 OPERATION SUPERVISION-M	4,000.90	27,003.01	.00	(27,003.01)	.0
1-53572-1000 MAINTENANCE OF LINES-M	6,522.34	30,253.08	.00	(30,253.08)	.0
1-53574-1000 MAINT OF STREET LIGHTING-M	498.74	3,960.53	.00	(3,960.53)	.0
1-53575-1000 MAINTENANCE OF METERS-M	37.80	1,240.47	.00	(1,240.47)	.0
1-53576-1000 VILLAGE MAINTENANCE-M	3,267.70	8,369.20	.00	(8,369.20)	.0
1-53920-1001 ADMIN SALARIES-M	2,085.74	11,531.79	.00	(11,531.79)	.0
1-53923-1001 ACCOUNTING FEES-M	962.00	2,384.00	.00	(2,384.00)	.0
1-53923-1003 OFFICE EXPENSES-M	18.49	394.44	.00	(394.44)	.0
1-53923-1004 COMPUTER EXPENSES-M	30.00	210.00	.00	(210.00)	.0
1-53923-1005 POSTAGE-M	.00	69.62	.00	(69.62)	.0
1-53923-1006 MEALS-M	30.00	373.96	.00	(373.96)	.0
1-53923-1007 TRAINING-M	392.64	10,042.97	.00	(10,042.97)	.0
1-53923-1008 TRAVEL EXPENSES-M	.00	488.48	.00	(488.48)	.0
1-53923-1009 TELEPHONE-M	104.47	704.59	.00	(704.59)	.0
1-53923-1011 DRUG PROGRAM-M	.00	206.25	.00	(206.25)	.0
1-53923-1012 HEARING TEST-M	.00	99.00	.00	(99.00)	.0
1-53923-1013 OFFICE EQUIPMENT RENTAL-M	63.29	451.05	.00	(451.05)	.0
1-53923-1014 UNIFORMS-M	341.69	1,838.40	.00	(1,838.40)	.0
1-53923-1015 BUSINESS INSURANCE-M	284.75	1,996.38	.00	(1,996.38)	.0
1-53923-1016 RENT-M	2,627.04	6,163.74	.00	(6,163.74)	.0
1-53923-1017 WORKER'S COMP INSURANCE-M	228.88	1,709.02	.00	(1,709.02)	.0
1-53923-1018 SMALL TOOLS & EQUIPMENT-M	5.99	1,228.36	.00	(1,228.36)	.0
1-53923-1020 LINEMAN SUPPLIES-M	228.97	727.42	.00	(727.42)	.0
1-53923-1021 REPAIRS & MAINTENANCE-M	.00	157.99	.00	(157.99)	.0
1-53923-1022 OTHER EXPENSES-M	.00	242.40	.00	(242.40)	.0
1-53923-1023 FICA-M	1,155.17	6,414.08	.00	(6,414.08)	.0
1-53923-1024 HEALTH INSURANCE-M	1,789.59	14,475.75	.00	(14,475.75)	.0
1-53923-1025 RETIREMENT-M	1,007.39	5,546.74	.00	(5,546.74)	.0
1-53923-1026 COMMISSION EXPENSES-M	.00	385.00	.00	(385.00)	.0
1-53923-1027 PAGER PAY-M	975.03	4,875.15	.00	(4,875.15)	.0
1-53923-1028 MINOR MATERIALS-M	1,477.63	2,671.04	.00	(2,671.04)	.0
1-53923-1029 LIFE INSURANCE-M	25.57	168.19	.00	(168.19)	.0
1-53923-1030 LONG TERM DISABILITY-M	28.58	170.01	.00	(170.01)	.0
1-53923-1031 RETIREE BENEFITS-M	141.99	993.93	.00	(993.93)	.0
1-53935-1000 MAINTENANCE OF GENERAL PLANT-	878.60	7,102.15	.00	(7,102.15)	.0
TOTAL MAZOMANIE	46,672.76	206,880.40	.00	(206,880.40)	.0
OTHER OPERATING					
1-41419-1001 INTEREST INCOME - VEHICLES	(331.79)	(787.23)	.00	787.23	.0
1-51923-1030 MISCELLANEOUS EXPENSES	.00	769.07	.00	(769.07)	.0
1-51933-1000 EQUIPMENT CHARGES	(13,472.00)	(63,752.00)	.00	63,752.00	.0
1-51933-1001 VEHICLE/EQUIP MAIN LABOR	78.22	1,072.58	.00	(1,072.58)	.0
1-51933-2001 FUEL	1,742.27	9,322.46	.00	(9,322.46)	.0
1-51933-2004 VEHICLE REPAIRS & MAINT	468.91	20,405.74	.00	(20,405.74)	.0
1-51933-2005 FICA	5.98	82.04	.00	(82.04)	.0
1-51933-2007 RETIREMENT	5.08	69.70	.00	(69.70)	.0
1-51933-2008 VEHICLE INSURANCE	415.33	2,907.33	.00	(2,907.33)	.0
1-51933-2009 DEPRECIATION	2,950.00	20,650.00	.00	(20,650.00)	.0
TOTAL OTHER OPERATING	(8,138.00)	(9,260.31)	.00	9,260.31	.0

VANGUARD ELECTRIC COMMISSION
 INCOME STATEMENT
 FOR THE MONTH ENDING JULY 31, 2022

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
TOTAL OPERATING EXPENSES	94,838.31	493,596.74	.00	(493,596.74)	.0
<u>NONOPERATING REV/(EXP)</u>					
1-41419-1000 INTEREST INCOME	262.70	621.24	.00	(621.24)	.0
1-41420-1001 EQUIPMENT RENTAL INCOME	560.00	1,800.00	.00	(1,800.00)	.0
1-41421-1001 MISCELLANEOUS INCOME	.00	4,548.89	.00	(4,548.89)	.0
TOTAL NONOPERATING REVS/(EXP)	822.70	6,970.13	.00	(6,970.13)	.0
NET INCOME/(LOSS)	8,960.70	15,820.44	.00	(15,820.44)	.0

VANGUARD ELECTRIC COMMISSION
 INCOME STATEMENT - VEHICLES
 FOR THE 7 MONTHS ENDING JULY 31, 2022

	PERIOD ACTUAL	YTD ACTUAL
REVENUES		
1-41419-1001 INTEREST INCOME - VEHICLES	331.79	787.23
1-41420-1001 EQUIPMENT RENTAL INCOME	560.00	1,800.00
1-51933-1000 EQUIPMENT CHARGES	13,472.00	63,752.00
	14,363.79	66,339.23
TOTAL REVENUES	14,363.79	66,339.23
EXPENSES		
1-51933-1001 VEHICLE/EQUIP MAIN LABOR	78.22	1,072.58
1-51933-2001 FUEL	1,742.27	9,322.46
1-51933-2004 VEHICLE REPAIRS & MAINT	468.91	20,405.74
1-51933-2005 FICA	5.98	82.04
1-51933-2007 RETIREMENT	5.08	69.70
1-51933-2008 VEHICLE INSURANCE	415.33	2,907.33
1-51933-2009 DEPRECIATION	2,950.00	20,650.00
	5,665.79	54,509.85
TOTAL EXPENSES	5,665.79	54,509.85
NET INCOME (LOSS)	8,698.00	11,829.38