

MINUTES



January 16, 2024 | 6:30 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 6:30 PM.
2. **Roll call** Those in attendance upon roll call were Rod Howard, Scott Patchin, Kyle Kepler, Peter Huebner, Gary Harrop and Mike Krawczyk who arrived later in the meeting. Terry Moyer was not present. 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 January 11, 2024.
4. **Approval of minutes** *Motion by Kepler/Patchin to approve both minutes from 11/08/23 and 1/10/24. Motion passed.*
5. **Public Comment (3 minutes per person)** None
6. **Financial report** Everything looked good in the Balance sheet. Black Earth was billed \$48,483.33 and Mazo was billed \$45,714.51. The vehicle income was negative. The vehicles needed new tires and repairs/ maintenance for the upcoming winter months. Overall, everything is looking good for Vanguard. The December month end and year end materials are still being processed.
7. **Superintendent's report** A few outages have happened recently, nothing too major. There was a combination of trees hitting lines and material buckling under the extreme cold weather that has been happening right now. There was an outage that happened 1/16/2024 and an old piece of cable failed in Black Earth. It was only about an hour-long outage. The Vanguard Electric employees will begin the yearly tree trimming soon. The PI project is finally underway, with only the initial steps have begun. Vanguard helped PI with putting in the pad and are awaiting PI's next move for this project. The industrial sub will be able to handle PI's addition.
8. **Discussion/ Action** Interviewing and hiring process for Superintendent position. This was the conversation that was left open from the special Vanguard meeting on 1/10/2024. Patchin/ Huebner will be a part of the interviewing process. When Shawn is available, he will be a part of the interviewing team. If Shawn can't attend, then Rod Howard will be willing to step in for Shawn during the interviewing process. Will complete a phone screening if a lot of candidates apply, to narrow down to 3 good candidates. Interviews will commence the first week in February. *Motion by Harrop/Kepler to include Patchin/ Huebner and Dilley in interview process, Howard is willing to sub in if Dilley is unavailable. Motion Passed.*
9. **Discussion/Action** Salary ranges for Superintendent position. Did not put Salary range on ad. Final offer rate would be placed after candidate is found depending on experience anywhere from \$48.00 to \$60.00 after 90 days the pay can be re-evaluated. *Motion by Patchin/Harrop to discuss salary at time of hire and based on experience level, pay will be re-evaluated after 90 days. Motion passed.*
10. **Discussion/Action** Transition and interim period strategy for Superintendent position. Shawn is willing to help in any way that he can, he's only a phone call away and will be Vanguard's back-up. *Motion by Harrop/ Patchin to have Shawn be Vanguard's back-up until new Superintendent is familiar with Vanguard. Motion passed.*
11. **Items for discussion at next meeting** New superintendent joining Vanguard
12. **Set next meeting date** February 20th, 2024 @ 6:30 PM
13. **Adjourn** *Motion by Patchin/ Krawczyk to adjourn from meeting. Motion passed.*