

MINUTES



March 18, 2025 | 6:30 PM

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

1. **Call to order** Vanguard Electric Commission Vice President Scott Patchin called the meeting to order at 6:30 PM.
2. **Roll Call** Those in attendance upon roll call were Terry Moyer, Rod Howard, Scott Patchin, Kyle Kepler and Gary Harrop. Mike Krawczyk 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 March 11, 2025.
4. **Approval of minutes** *Motion by Harrop/Kepler to approve minutes from 01/21/25. 5- Aye, 0- Nay Motion passed to approve minutes.*
5. **Public Comment (3 minutes per person)** None
6. **Financial report** – Currently the 2024 November and December Month end is complete. I reviewed Lydia's old notes for Year End and copied her year end process with some learning required, which took a while to ensure I was completing everything correctly. It was decided before the Financials of 2025 begins that Vanguard would like Jeff Stanek CPA who completed the 2023-year end process to look over the books for the 2024 year to ensure that all accounts are correct and accurate. A big setback is the materials for the jobs are not registered to each job correctly. I've been working with Civic to correct the issue to ensure the glitch is fixed correctly. The timeline for getting everything completed was discussed. Mazo Year end for 2024 should be finished this weekend with the official report out either Monday or Tuesday. 2024 Year end for Black Earth is estimated to be finished by the end of March. Beginning Month end for January 2025 at the end of March and it should be completed the beginning of April with February completed closely behind that. The bank statements for the completion of month end arrive around mid-month. So, March month end will be completed at the end of April. The 2024 November Balance sheet is included with no major issues to report. The vehicle account was corrected. The income statement for November 2024 states that Black Earth was billed \$59,506.84 and the village of Mazo was billed \$44,480.05. The vehicle statement shows the correction that was discussed at the last Vanguard meeting on 1/21/2025. December 2024 is completed for each village. The December numbers are still under review. If any adjustments need to be completed, they will be on the January month end, but so far Jeff Stanek is reporting that his year is going a lot smoother than last year. Once all updates are completed this information will be reported to all board members.
7. **Superintendent's Report** – Vanguard is on the slower end of the year with mostly tree trimming efforts in effect for the last couple months. The new service at Wick building is one of the jobs that Vanguard is working on at the moment, along with the O'Connell farm and the BE Substation. The list for spring jobs is starting to get longer with plenty of jobs planned for springtime 2025. There are several house services and line extensions that will need to be completed in 2025 with more than 5,000FT planned to be laid down. There was a new apprentice that Vanguard Electric hired, his name is Mason Kaufman he's from the Sauk area. He was one of three people interviewed, and he is doing a great job with Vanguard and is young and eager to learn. He worked in the Prairie Du Sak department during the summertime during his junior & senior year and came with good references. He went to line school after his senior year when he found the job opportunity here at Vanguard, he dropped out of his line school. He will be starting the Green Bay Apprenticeship through Vanguard starting late summer. Valerie is expecting in July and would like to come in to complete payroll only if this action is legal. Kurt is going to ask Lydia to see if she was interested in coming back to cover for the 12 weeks while Valerie is on maternity leave.

- 8. Discussion/Action – Discussion to appoint two new officers (Replacement/ Appoint new officers for Peter Huebner and Scott Patchin)** Peter suggested a Temporary officer to cover the time in between appointing new officers for the village and Vanguard Elections to elect the board members. It was accepted to keep Scott Patchin as the temporary signer for the checks before the next Vanguard Electric meeting for elections. Each Village needs to appoint their officers and then the Vanguard board members can be decided in May.
- 9. Items for discussion for next meeting:** None
- 10. Set next meeting date:** May 20th, 2025 @ 6:30 PM
- 11. Adjourn** *Motion by Howard/Kepler to adjourn from meeting. Motion passed, meeting adjourned.*