

MINUTES

May 16, 2023 | 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 Terry Moyer, Scott Patchin, Kyle Kepler, 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 May 8, 2023.
4. **Approval of minutes** *Motion by Scott Patchin/Gary Harrop to approve minutes dated 5/17/23. Motion passed unanimously.*
5. **Public Comment (3 minutes per person)** None.
6. **Financial report** Shawn presented the March financials. Everything looked adequate. Black Earth's bill consisted of CWIP, services, maintenance, and training totaling \$30,325.20. Mazomanie's bill consisted of CWIP, services, maintenance, and training totaling \$28,673.08. Expect April financials to be like March; due to working on construction projects. The vehicle expenses had dropped profits in previous months, but this month is showing a positive net income of \$3,621.66. We expect the net income to increase as the year continues due to more vehicle hours charged.
7. **Superintendent's report** We had an underground primary wire fail, and it couldn't be repaired. Resulting in 250' of 1/0 primary cable being replaced on Reeve Rd in Black Earth. When a cable like this fails, it must be replaced. The new substation transformer for Black Earth has an estimated completion date of July 2023. The CA application for the transformer is almost complete. Forster and ATC are working with Vanguard on the placement of this transformer in the material yard. Vanguard is continuing to work on several new services in the Black Earth and Mazo area. A 3-phase pole was replaced in Mazo due to rotting off at ground line. The PI project will be starting in the coming weeks. Vanguard employees received a lot of training through the MEUW both in class and in the field. Vanguard received a safety award from the MEUW. Both apprentices passed their yearly tests with Taylor being 4th year and Josh 3rd year.
8. **Discussion/Action - Election of Officers** President and Vice president was announced to all members. Motion for Peter Huebner to remain as President by *Mike Krawczyk/Kyle Kepler. Motion passed unanimously.* Motion to elect Scott Patchin for Vice President by *Moyer/Huebner. Motion passed unanimously.* Scott was instructed on the process of being the authorized third person to sign checks.
9. **Discussion/Action – Update on Office Manager position** Valerie Barman is the new office manager for Vanguard. She presented an introduction about herself. She is originally from East Troy WI and graduated from UW Whitewater. She is learning a lot of new material and is looking forward to her new Vanguard managerial position. Several training courses with Civic systems have been helpful for an introduction to Vanguard's system.
10. **Items for discussion at next meeting** – Nothing was discussed.
11. **Set next meeting date** - To be determined for a July meeting.
12. **Adjourn** *Motion by Krawczyk/Kepler to adjourn. Motion passed.*