

## UTILITIES COMMISSION MEETING

**CITY HALL**

**4:30 P.M.**

***February 24, 2026***

**MEMBERS PRESENT:** John Klinzing, Pauly Paul, Barry Scholz, and Brad Hess

**OTHERS PRESENT:** Marc Stephanie, and Kathy Kovach

---

President Klinzing called the February 24, 2026, monthly meeting of the New Holstein Utilities Commission to order.

The Business Manager verified that the meeting was properly announced.

A motion was made by Hess seconded by Scholz, and carried to approve the February 24, 2026, agenda.

A motion was made by Hess seconded by Paul, and carried to approve the minutes of the January 27, 2026, meeting.

Visitor – None

A motion was made by Hess, seconded by Scholz, and carried to approve the monthly bills, totaling **\$549,078.32**.

The Treasurer's report as of January 31, 2026, indicated the following balances: checking account – **\$374,137.47**, Savings and Investments - **\$90,248.66**, Electric/Water Reserve Funds – **\$1,239,309.04**, Water Refinance Bond **\$156,583.61** for a total of **\$1,860,278.78**.

The financial statements for the month of January were reviewed.

Job reviews for the electric and water departments have been conducted by the General Manager. Notes are documented during the review process. Stephanie will obtain a template for employees to complete during the review process. Reviews for the office staff will be conducted in the month of March.

Audit took place on February 9 – 11. Auditors are reviewing financial records (income statements, balance sheets, invoices, bank statements, payroll, etc.) and operational procedures. Testing internal controls (e.g., approvals, segregation of duties, reconciliations). Once the audit is completed, a final audit will be issued detailing the observations and recommendations.

Thank you, cards were received and read for The Salvation Army & St. Vincent de Paul of Kiel, for the donation through WPPI funds were given.

Being no further business, the meeting was adjourned.

Scott Busse  
Secretary

**SANITARY SEWER COMMISSION MEETING  
FOLLOWING THE NEW HOLSTEIN UTILITIES MEETING**

**CITY HALL**

**February 24, 2026**

**MEMBERS PRESENT:** John Klinzing, Pauly Paul, Barry Scholz, and Brad Hess

**OTHERS PRESENT:** Marc Stephanie, and Kathy Kovach

---

President Klinzing called the regular monthly meeting of the New Holstein Sanitary Sewer Commission to order.

The Business Manager verified that the meeting was properly announced.

A motion was made by Hess seconded by Paul and carried to approve the February 24, 2026, agenda.

A motion was made by Hess, seconded by Scholz, and carried to approve the minutes of the January 27, 2026, meeting.

Visitor – None

A motion was made by Hess, seconded by Scholz, and carried to approve the monthly bills, totaling **\$84,560.65**.

The Treasurer's report as of January 31, 2026, indicated the following balances: checking – **\$(19,683.68)** operating funds; Savings - **\$217,412.47**, Replacement Fund – **\$202,821.47** and Health HRA accounts– **\$15,788.47** for a total of **\$416,338.73**.

General Manager presented recommendation to raise the sewer base and cost per gallon rates by 2% to keep up with operation and maintenance and dept service as recommended by the Utilities financial advisor. A motion was made by Hess, seconded by Scholz, and carried to pursue to increase the sewer rates by 2% effective May 1, 2026.

The next Utilities Commission meeting was set for 4:30 p.m. on Tuesday, March 24, 2026.

Scott Busse,  
Secretary