

**Minutes of a Regular Meeting of the
Waupun Utilities Commission
Monday, September 10, 2018**

The meeting was called to order by President Heeringa at 4:00 p.m.

Commissioners Gerritson, Heeringa, Homan, Kaczmariski, Mielke, and Westphal were present. Commissioner Thurmer was absent with notice.

Motion made by Gerritson, seconded by Homan and unanimously carried, to approve the minutes from the August 13, 2018, regular meeting.

On motion by Kaczmariski, seconded by Westphal and unanimously carried, bills for the month of August 2018 were approved as presented.

General Manager Posthuma reported on the high wind event on August 28. Straight line wind damage caused American Transmission Company (ATC) to lose its electric supply to Waupun. All residents were without power for several hours. Utility crews worked to restore power in a timely manner after ATC restored power to the city. Mutual aid from other public power utilities was of great assistance in repairing damage to infrastructure throughout the rest of the week.

Water & Sewer Maint/Treatment Supervisor reported on over 12 inches of rain received between August 26 and August 30. System improvements and repairs over the past several years prove that the system can handle high flows with less infiltration and backup issues.

Finance Director Oosterhouse presented an overview of August 2018 year-to-date financial results. Electric operating income was \$271,200 or \$158,800 above budget on higher gross margins on electric sales and lower operating expenses. Water operating income was \$451,900 or \$9,700 above budget on higher operating revenues and lower expenses. Sewer operating income was \$219,300 or \$85,100 above budget on higher operating revenues. On motion by Gerritson, seconded by Westphal, the August 2018 year-to-date financial report was approved as presented.

General Manager provided an update on the financial assistance application filed with the USDA Rural Development for improvements to the wastewater treatment plant, sanitary sewer collection system, water distribution system, and storm water system. The City of Waupun Wastewater Utility was awarded \$22,807,000 in loan funds and up to \$9,479,000 in grant funds for phosphorus treatment improvements at the wastewater treatment facility and the final obligation of funds will occur in September. The Utilities will proceed into the preliminary planning stage for the mandated facility improvements and have five years to complete the project. The Wisconsin Department of Natural Resource phosphorus compliance standards are effective 1/1/2025.

Finance Director Oosterhouse presented the test year 2019 sewer utility rate study, which is required every 2 years by the WI DNR as a condition of the 2003 clean water fund loan. The forecasted revenue deficiency in 2019 at current rates is \$70,452. Motion made by Kaczmariski, seconded by Homan, to approve the resolution for test year 2019 wastewater rate analysis, resulting in a rate increase of 3.89%, effective January 1, 2019. Discussion followed. Motion carried unanimously.

On motion by Gerritson, seconded by Mielke and unanimously carried, the meeting was adjourned at 5:10 p.m.

The next commission meeting is scheduled on October 8, 2018, at 4:00 p.m.

Nancy Oosterhouse
Mapping/Admin Coordinator