

**Minutes of a Regular Meeting of the
Waupun Utilities Commission
Monday, February 12, 2024**

Meeting called to order by President Heeringa at 4:00 p.m.

Commissioners Present: Daane, Heeringa, Homan, Siebers, and Westphal
Commissioner Absent with Notice: Kunz and Thurmer

Motion made by Siebers, seconded by Daane and unanimously carried, to approve minutes from January 8, 2024 meeting.

Motion by Daane, seconded by Homan and unanimously carried, bills for month of January 2024 approved as presented.

On motion by Westphal, seconded by Siebers and unanimously carried, year-to-date financial reports through December 2023 approved as presented by Finance Director Stanek. Electric operating income was \$435,088. Water operating income was \$752,501. Sewer operating income was \$804,981.

General Manager Brooks provided an update on call-ins due to outages, project updates and work completed. WU departments are beginning to utilize locating software called UtiliSync, which will allow for better management of locate tickets. Discussion held on winter event that caused power outage, tying up phone lines. WPPI and member utilities plan to implement Open Point in 2024, focusing on Outage Management, allowing more capabilities for outage reporting and customers to be better informed.

Treatment Facilities and Operations Superintendent Schramm reported on operations and updates with water/wastewater treatment facilities and routine preventative maintenance and work completed within distribution/collection system. Spectrum outage on February 1st caused monitoring and alarm issues at WWTF. Discussion held regarding communication options to increase future redundancy.

President Heeringa acknowledged visitor Jason Whitford, present via Zoom.

General Manager Brooks provided information to commission about Rural Economic Development Loan and Grant Programs available to local utility organizations, funded through the U.S. Department of Agriculture (USDA). Management will work to research additional information and learn more about the programs to assess if programs are a viable option for Waupun Utilities and our customers.

On motion by Homan, seconded by Siebers and unanimously carried, meeting adjourned at 5:17 p.m.

The next regular commission meeting will be held on March 11, 2024 at 4:00 p.m.

Jen Benson
Office & Customer Service Supervisor