

**Minutes of a Regular Meeting of the  
Waupun Utilities Commission  
Monday, February 14, 2022**

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

Commissioners Bishop, Daane, Heeringa, Homan, Kaczmarek, Thurmer and Vanderkin were present.

Motion made by Vanderkin, seconded by Daane and unanimously carried, to approve minutes from the December 13, 2021 meeting. Motion made by Thurmer, seconded by Homan and unanimously carried, to approve minutes from the December 20, 2021 special meeting.

On motion by Bishop, seconded by Homan and unanimously carried, bills for months of December 2021 and January 2022 were approved as presented.

On motion by Bishop, seconded by Thurmer and unanimously carried, year-to-date financial reports through December 2021 were approved as presented. Electric operating income was \$505,700 or \$321,500 above budget from higher than budgeted PCAC pass-through revenues and lower overall expenses / customer work. Water operating income was \$786,900 or \$168,300 above budget from lower than budgeted operating expenses. Sewer operating income (loss) was (\$141,600) or (\$378,600) below budget largely due to decrease in public authority consumption related to COVID-19 operational changes and increased expenses incurred during WWTP construction.

General Manager Brooks reported on a scheduled outage and routine electric work being completed. Electric crew is halfway complete with the annual line clearance program which helps to ensure continued reliability. Forster Engineering has submitted a proposal to complete a study of our electric distribution system which is needed due to added distribution lines and customers, voltage conversion work and potential load growth. The study will help identify areas in need and projects to address in future. Waupun Utilities recently received news that we earned the 2022 Reliable Public Power (RP3) Platinum designation by the American Public Power Association. The RP3 designation recognizes community-owned, not-for-profit public power utilities that exhibit operational excellence and demonstrate high proficiency in Reliability, Safety, Workforce Development and System Improvement.

Treatment Facilities and Operations Superintendent Schramm reported level 1 & 2 bleeders have been turned on due to cold weather and frost levels. Water/wastewater treatment facilities staff have been doing a great job weekly with operational changes at the treatment facility due to construction phasing for the WWTP ABNR construction project. Distribution/collection system crew repaired 2 water main breaks and have been focusing on large customer meter testing ranging in meter sizes from 1.5" to 6" using a portable test meter. A picture slideshow was presented of the progress being made on the ABNR construction project.

Utilities' Senior Energy Services Manager Eric Kostecki met virtually with the commission highlighting 2021 Energy Services provided and plans for 2022 Energy Services. Waupun Utilities customers received \$48,000 in Focus on Energy incentives during 2021, which comes out to 877,000 kWh savings per year. Plans for 2022 are to continue to work with commercial customers towards efficiency goals through our enhanced business incentive program, community relations, promotion of online customer tool MyAccount, and local scholarships. Residential customers will be receiving a Home Energy Report (HER) in the mail comparing the customer's total electric and water usage over the past year to a similar-sized home. The purpose of a HER is to help each customer understand and manage energy and water costs now and in the future.

On motion by Bishop, seconded by Daane and unanimously carried, meeting was adjourned at 5:13 p.m.

The next regular commission meeting is scheduled on March 14, 2022, at 4:00 p.m.

Jen Benson  
Office & Customer Service Supervisor