

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

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

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

Motion made by Bishop, seconded by Thurmer and unanimously carried, to approve minutes from the February 14, 2022 meeting.

On motion by Bishop, seconded by Thurmer and unanimously carried, bills for month of February 2022 were approved as presented.

On motion by Kaczmariski, seconded by Daane and unanimously carried, year-to-date financial reports through January 2022 were approved as presented. Electric operating income was \$107,800 or \$101,900 above budget from lower operating costs and the annual billing for joint pole attachments to communication companies which occurs in January of each year. Water operating income was \$76,300 or \$35,300 above budget from lower than budgeted operating expenses. Sewer operating income was \$9,100 or 17,400 above budget largely due to the increase in high strength revenues from the DOC facilities.

General Manager Brooks reported on annual routine maintenance being completed. Electric staff is working to compile the necessary information needed for Forster Engineering to provide a system study and long range plan of our distribution system. Residential customers will be receiving their Home Energy Reports (HER) via mail this week. The HER compares the customer's electric and water usage to homes of similar size in hopes of helping customers to understand and manage their usage/costs promoting smarter energy use and water conservation efforts. General Manager Brooks attended the APPA Legislative Rally held in Washington, D.C., along with Mayor Nickel. While in Washington, D.C., they were able to speak with other members of APPA whom are facing the same industrywide issues, lobby for Public Power, and meet with Senators and Congressman to discuss the direct impact of federal action at local levels.

Treatment Facilities and Operations Superintendent Schramm reported on annual inspection of wells and stated that no deficiencies were found, attributing the findings a result of staff doing a great job on preventative maintenance. The main breaker had tripped a couple times at the WWTP and treatment facilities crew were able to troubleshoot the issue and identify the problem. Crew found a contractor had nicked some underground wires causing a ground fault. Contractor will replace the lines at their expense. Distribution/collection crew have completed the televising of sanitary Basins H & I, looking for infiltration of inflow. No deficiencies were found. A slide presentation was shown on progress of the ABNR WWTP construction project. The project is progressing nicely and on schedule. Contactors have been doing a good job as far as logistics and materials during these trying economic times of supply chain issues and increasing prices.

Finance Director Stanek presented an overview of PSCW rate making and how our electric and water utility rates are designed. Finance Director Stanek's presentation focused on the water utility because of upcoming street infrastructure projects, however the same PSCW design principles apply to the electric utility as well with variations for the sewer utility rate design as it is not governed by the PSCW. The presentation explained how our annual capital and operations budgets are developed to support operational and construction needs while balancing the revenues required for rate recovery within our current rate tariffs. Waupun Water Utility has been operating within the rate design effective in 2007 and has been able to adequately operate to present time based on that structure and design without a need for a rate review or increase. The water utility has not had to review rates since 2007 due to Waupun Utilities' strategic preventative maintenance programs, leak detection and routine maintenance of equipment and infrastructure. These programs have maintained or extended the useful life of our assets allowing for better control of operating expenses despite inflation and rising industry costs since 2007. A detailed review of financing and rate impact is conducted on all infrastructure projects.

On motion by Vanderkin, seconded by Homan and unanimously carried, meeting was adjourned at 5:21 p.m.

The next regular commission meeting is scheduled on April 11, 2022, at 4:00 p.m.

Jen Benson
Office & Customer Service Supervisor