

**Minutes of a Regular Meeting of the
Waupun Utilities Commission
Monday, September 12, 2022**

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

Commissioners Daane, Heeringa, Homan, Kaczmarski, Thurmer, Vanderkin and Westphal were present. Mayor Bishop was present.

Motion made by Thurmer, seconded by Homan and unanimously carried, to approve minutes from the August 8, 2022 meeting.

On motion by Vanderkin, seconded by Daane and unanimously carried, bills for month of August 2022 approved as presented.

On motion by Thurmer, seconded by Westphal and unanimously carried, year-to-date financial reports through July 2022 approved as presented. Electric operating income was \$287,100 or \$165,600 above budget from lower operating costs. Water operating income was \$476,400 or \$142,800 above budget from lower than budgeted operating expenses. Sewer operating income was \$122,600 or \$90,500 above budget largely due to controlling maintenance costs at the WWTF and increases in high-strength and trucked-in waste charges.

General Manager Brooks reported on an electric outage, scheduled outages and maintenance completed. An update was provided regarding the Inflation Reduction Act (IRA), which is a major victory for Public Power providers. Public Power utilities will be able to directly own energy projects and pass the savings from the incentives to customers. Benefits received from incentives can help promote cleaner energy investments for renewables development and deployment, transmission projects and federal permitting.

Treatment Facilities and Operations Superintendent Schramm reported on operations at Water and Wastewater Treatment Facilities. Municipal Well and Pump has completed the abandonment of Well #1. Distribution/collection crew has been performing semi-annual inspection and testing of hydrants. Sanitary and water laterals are installed north of Libby St for the Madison Street construction project; installation south of Libby remains for completion. The Wastewater Treatment Facility ABNR construction project is progressing well.

Finance Director Stanek presented proposal of revisions to Chapter 12 of City of Waupun Code of Ordinances, sub section 12.06. The revisions proposed are to clean up language and definitions pertaining to customer classification, major contributing industry qualifications, TKN and Grease and/or Sand Interceptors. The revisions won't change any current customer classifications or billing processes. On motion by Thurmer, seconded by Homan and unanimously carried, recommendation was made to present revisions approved by Waupun Utilities Commission to Common Council for Chapter 12 of City of Waupun Coode of Ordinances, sub section 12.06.

Discussion held regarding proposed resolution approving sewer rate adjustments due to short-falls in revenues from previously designed rates. Finance Director Stanek presented three potential options of rate adjustments to Commissioners. Motion by Thurmer, seconded by Homan for recommendation by the Waupun Utilities Commission to Common Council of Option 3 - 15% of the forecasted revenue short-fall charged to Major Contributing Industries Minimum Monthly Fixed charge and a 4% increase to the Minimum Monthly Fixed Charge and Volume Charges for all Category A and Category B users authorized under Section 12.06(5)(c) of the Waupun Municipal Code in addition to a commitment from the City of Waupun to repay the remaining \$255,000 on the outstanding inter-governmental loan in 2023. Motion carried 5-1 on roll call vote. Westphal, Daane, Homan, Thurmer, Vanderkin voting yay. Kaczmarski voting nay.

Agenda item No. 8 Discuss Employee Evaluation for Manager Position is postponed until next meeting due to time constraints.

Meeting adjourned by President Heeringa at 5:56 p.m.

The next regular commission meeting is scheduled on October 10, 2022, at 4:00 p.m.

Jen Benson
Office & Customer Service Supervisor