

**Minutes of a Regular Meeting of the
Waupun Utilities Commission
Monday, September 9, 2019**

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

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

Motion made by Thurmer, seconded by Gerritson and unanimously carried, to approve the minutes from the August 12, 2019, regular meeting.

On motion by Thurmer, seconded by Homan and unanimously carried, bills for the month of August 2019 were approved as presented.

Written reports were provided to commissioners from the departments of General Manager, Water & Sewer Maint/Treatment Supervisor and Electric Operations Supervisor.

Finance Director reported that August financial reports will be reviewed at the October 2019 meeting. For future meetings, financial reporting will have a one month lag due to the switch to end of month bill processing for all customers. The billing takes additional time to process, which delays balancing the month's financial activity.

Phil Cosson, Ehlers Senior Municipal Advisor, presented information on refunding 2014 and 2016 water and electric revenue bonds. The refinancing would allow stable cash flow, reduce the potential need for future rate increases, and avoid new debt issuances for needed water infrastructure replacements as planned.

Motion by Kaczmarski, seconded by Thurmer, to approve proceeding with refunding the 2014 and 2016 Electric and Water Revenue Bonds by engaging Ehlers and other parties required to complete the sale of new revenue bonds. Motion carried, with a vote of four votes aye, and one vote nay.

Discussion held on steps needed to complete the purchase of Area 4 from Alliant Energy as part of the Territorial Boundary Agreement. Motion made by Thurmer, seconded by Homan, to amend the 2019 Electric utility budget to include \$171,495 to purchase electric distribution assets from Alliant Energy for transfer area 4 in accordance with the master territorial agreement. Motion carried unanimously.

Finance Director presented Test Year 2023 Revenue requirement information as part of a sewer rate study. This is one component of the sewer rate study in analyzing future cash required to run the sewer utility pending upcoming phosphorus mandates to effluent discharge from the wastewater facility.

Motion made by Thurmer, seconded by Homan, to adjourn in closed session under Section 19.85 (1) (e) of the WI Statutes. Motion carried unanimously.

Motion made by Gerritson, seconded by Kaczmarski, and unanimously carried to reconvene in open session under Section 19.85 (2) of WI Statutes. No action taken from closed session.

On motion by Thurmer, seconded by Westphal and unanimously carried, the meeting was adjourned at 6:25 p.m.

The next commission meeting is scheduled on October 14, 2019, at 4:00 p.m.

Nancy Oosterhouse
Mapping/Admin Coordinator