

**Minutes of a Regular Meeting of the  
Waupun Utilities Commission  
Monday, December 13, 2021**

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 Vanderkin, seconded by Bishop and unanimously carried, to approve minutes from the November 8, 2021 meeting.

On motion by Bishop, seconded by Daane and unanimously carried, bills for month of November 2021 were approved as presented.

On motion by Kaczmariski, seconded by Thurmer and unanimously carried, year-to-date financial reports through October 2021 were approved as presented. Electric operating income was \$361,500 or \$221,800 above budget from higher than budgeted PCAC pass-through revenues and lower overall expenses / customer work. Water operating income was \$658,500 or \$135,100 above budget from lower than budgeted operating expenses. Sewer operating income (loss) was (\$190,700) or (\$386,500) 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 recent outages and routine electric work being completed. Crews have begun to install new infrastructure for the first unit of Maple Tree Townhomes Development, with remaining infrastructure to be completed spring of 2022. An update was provided on Assembly Bill 588, with the bill aiming to clarify who can own and operate electric vehicle charging stations. Lobbying groups want to ensure no local taxpayer dollars are being used to fund such efforts. Public power utilities are not reliant upon taxpayer dollars. Our power provider WPPI will be supporting the bill because it allows our members to pursue our public charging goals of having charging stations for electric vehicles available within our community.

Commissioner Thurmer asked that General Manager Brooks relay thanks to crews on fast response time of outages and for making the necessary repairs to restore power. All commissioners were in agreement that staff does an amazing job. General Manager Brooks said that it is a testament of how well the crew knows the system which helps to minimize outage time. Treatment Facilities and Operations Superintendent Schramm also commended electric crew for quick efforts and response. The electric crew did a great job getting power restored in a timely matter to allow his staff to get their operations back up and running for both water and wastewater treatment facilities.

Treatment Facilities and Operations Superintendent Schramm reported it was a quiet month overall for facilities. The temporary solids handling belt press has been decommissioned, thoroughly cleaned and is in route back to Michigan. Biosolids handling buildings have gained temporary occupancy which allows operations to gain a key process component and will operate at normal full capacity. Distribution/collection system crew will be out televising and flushing the sanitary sewer system for approximately the next month and a half as part of our preventative maintenance program. A picture slideshow of progress made at the WWTP and the ABNR project was shown. The project is progressing nicely.

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

Motion made by Bishop, seconded by Homan, and unanimously carried to reconvene in open session under Section 19.85 (2) of WI Statutes. The Commission agreed to further the discussion on the closed session topic at a special Commission Meeting scheduled for Monday, December 20<sup>th</sup> at noon at the Utility administration building and deferred any action until further documentation to be provided by Management can be reviewed.

On motion by Bishop, seconded by Daane and unanimously carried, meeting was adjourned at 5:26 p.m.

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

Jen Benson  
Office & Customer Service Lead