

**Minutes of a Regular Meeting of the  
Waupun Utilities Commission  
Monday, April 8, 2019**

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

Commissioners Gerritson, Heeringa, Homan, Kaczmarski, Mielke, Thurmer, and Westphal were present.

Motion made by Gerritson, seconded by Kaczmarski and unanimously carried, to approve the minutes from the March 11, 2019, regular meeting.

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

General Manager Posthuma reported on the winter moratorium for electric disconnection ending on April 15. Office staff works diligently to make arrangements and collect payment from delinquent customers in order to avoid disconnection.

Water & Sewer Maint/Treatment Supervisor reported on a rapid snow melt and rain event from March 14 - 16, 2019. The plant was able to handle the high water volume due to flood conditions. The CLEARAS demonstration project is being set up for the Advanced Biological Nutrient Recovery (ABNR) process proposed for the wastewater treatment plant. The demonstration will provide nutrient recovery performance data and information to confirm the basis for design.

The water crew repaired 3 water main breaks in the past month. Construction began on the North Madison Street reconstruction on April 1.

Electric Operation Supervisor Brooks reported on a power outage, completed line clearance for the winter season, and various construction projects. Chris Jahn passed his Journeyman Line Worker test and will complete his apprenticeship in April.

On motion by Mielke seconded by Gerritsen, the year-to-date financial reports through March 2019 were approved as presented. Electric operating income was \$58,500 or \$104,700 below budget on lower margins and higher distribution expense. Water operating income was \$197,700 or \$46,300 above budget on lower distribution maintenance expenses. Sewer operating income was \$94,200 or \$40,500 above budget on higher revenues and lower maintenance expenses.

Ken Herdeman, Ehlers Investment Partners, presented a review of the Utilities' 2018 investment portfolio results. Two main objectives of the portfolio include safety and liquidity in investments, which are components of the utilities' investment policy. The Utilities' investment portfolio is in compliance with the investment policy.

Schramm reported on the 2018 Annual Water Quality Report. The report is required by the Federal Environmental Protection Agency. It is to be online or available upon request to all water systems customers for the previous monitoring year. Waupun is pleased to report that we continue to supply high quality water that meets or exceeds all federal and state standards for health and safety.

Discussion was held on the transition to online meeting packets. More information will be provided at a future meeting.

Motion by Kaczmarski, seconded by Mielke, and unanimously carried, to adjourn into closed session under Section 19.85(1)(c) of the Wisconsin State Statutes.

Motion by Mielke, seconded by Westphal and unanimously carried, to adjourn into open session under Section 19.85(2) of the Wisconsin State Statutes.

No action taken in open session.

On motion by Thurmer, seconded by Gerritson and unanimously carried, the meeting was adjourned at 5:50p.m.

Next commission meeting is scheduled on May 13, 2019, at 4:00 p.m. The meeting will be held at the Wastewater Treatment Facility, located at 501 Fond du lac Street.

Nancy Oosterhouse  
Mapping/Admin Coordinator