

**Minutes of a Regular Meeting of the
Waupun Utilities Commission
Monday, January 8, 2024**

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

Commissioners Present: Daane, Heeringa, Homan, Kunz, Siebers, and Westphal
Commissioner Absent with Notice: Thurmer

Motion made by Homan, seconded by Daane and unanimously carried, to approve minutes from November 13, 2023 meeting. On motion by Homan, seconded by Westphal and unanimously carried, to approve minutes from November 16, 2023 special meeting.

Motion by Kunz, seconded by Siebers and unanimously carried, bills for months of November and December 2023 approved as presented.

On motion by Siebers, seconded by Daane and unanimously carried, year-to-date financial reports through November 2023 approved as presented by Finance Director Stanek. Electric operating income was \$386,700. Water operating income was \$835,700. Sewer operating income was \$690,500.

General Manager Brooks provided an update on outages, projects and work completed. Staff has been working with a potential new customer looking to construct facility in Waupun Industrial Park. If Waupun site is selected by potential customer, infrastructure upgrades would be needed as the customer would be a large electric user.

Treatment Facilities and Operations Superintendent Schramm reported on operations and maintenance performed on water and wastewater treatment facilities and distribution/collection system. Installation of Oilon high efficiency dual fuel power burner and linkage-less digital controller was installed at WWTF to allow greater efficiencies and micro adjustments for continuous changes in gas qualities. Update provided on WWTF ABNR upgrade and anticipated substantial completion date to be set.

General Manager Brooks provided update on electric utility easement S31 T14N R15E Fairway Estates Lot 9. Attorney Dan Vande Zande worked with customer regarding offer approved by Utility Commission on October 16, 2023. Customer has accepted commission offer and will sign documents once MSA has completed easement work.

On motion by Daane, seconded by Homan and unanimously carried, meeting adjourned at 4:59 p.m.

The next regular commission meeting will be held on February 12, 2024 at 4:00 p.m.

Jen Benson
Office & Customer Service Supervisor