

**Minutes of a Regular Meeting of the
Waupun Utilities Commission
Monday, September 11, 2023**

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

Commissioners Daane, Heeringa, Homan, Kunz, Siebers, Thurmer, Westphal and Mayor Bishop present.

Motion made by Thurmer, seconded by Homan and unanimously carried, to approve minutes from August 14, 2023 meeting.

Motion by Homan, seconded by Kunz and unanimously carried, bills for month of August 2023 approved as presented.

On motion by Westphal, seconded by Kunz and unanimously carried, year-to-date financial reports through July 2023 approved as presented by Finance Director Stanek. Electric operating income was \$259,900. Water operating income was \$478,600. Sewer operating income was \$425,600.

General Manager Brooks reported on call-ins and electric projects. A significant outage occurred August 20th in the South West area of town due to wildlife coming in contact with the line. As a result of the outage, AC Engineering came to complete testing on the relays on the Comtech and Main substations, making some adjustments to prevent future outages. Overhead rebuild of Lincoln St and Pleasant Ave is complete. Temporary 3 phase electric service was installed and energized for the United Coop scale building. Crew continues work on installation of infrastructure for the coop project. Street lighting infrastructure and conduit for future primary extension is being installed on Wilson and Shaler Dr. Apprentice Line Technician Carson Schramm joined the Waupun Utilities team end of August. All positions within the electric department are now filled.

Treatment Facilities and Operations Superintendent Schramm reported on operations at water and wastewater treatment facilities and distribution/collection system. ER Controls, local business in Waupun, replaced PLC's on Tower 1 & 2. ER Controls has been great to work with and has helped on occasions when utility has been in a pinch due to supply chain issues. With the ABNR startup and testing, facilities staff have been monitoring trends which are displayed on several monitors in the control room, watching to see how the ABNR process is running and grasping what is happening. The trends allow staff to figure out why things happen. Distribution/collection crew had one call-in at the Harris Lift Station for a pump failure due to a kitchen towel clogging the pump and repaired two water main breaks occurring in the area of N Madison St and Neevel Ave.

Algae Biomass Summit will be held in Madison October 9-11th. Summit agenda for October 11th includes an opportunity for registered attendees of the summit to be bused to Waupun Utilities' Waste Water Treatment Facility for an ABNR facility tour to learn about the process of advancing nutrient removal and recovery through algae-based technologies.

On motion by Homan, seconded by Kunz and unanimously carried, meeting adjourned at 4:30 p.m.

The next regular commission meeting date has been rescheduled due to Community Services Open House Event and will be held on October 16, 2023 at 4:00 p.m.

Jen Benson
Office & Customer Service Supervisor