

**Minutes of a Regular Meeting of the
Waupun Utilities Commission
Monday, May 12, 2025**

Meeting called to order by General Manager Brooks at 4:00 p.m.

Present: Commissioners Daane, Homan, Kunz, Mielke, Siebers and Thurmer

Absent with notice: Commissioner Heeringa

Visitors present: Jason Whitford (via Zoom), Mike Peters (in-person) – WPPI, and Chelsea Lisowe (in-person) – WPPI

General Manager Brooks introduced incoming Commissioner Ryan Mielke, appointed to the Utility Commission by the Mayor as a representative of the City Council. Commissioner Mielke serves the City of Waupun as Alderman for District 3 on the Common Council, and is also a member of the Library Board and the Board of Park and Recreation. He previously served on the Utility Commission from 2013 to 2021.

An election of officers was held. On nomination by Homan, seconded by Siebers, and unanimously carried, Joe Heeringa was re-elected Commission President. On nomination by Kunz, seconded by Siebers, and unanimously carried, Nate Daane was re-elected Commission Vice President. The General Manager was appointed as Secretary, with the option to designate a minute taker.

Vice Chair Daane assumed leadership of the meeting from General Manager Brooks. On motion by Kunz, seconded by Thurmer, and unanimously carried, the Commission approved the continuation of regular meetings on the second Monday of each month at 4:00 p.m.

Mike Peters, WPPI President and CEO, presented “The Power to Thrive,” highlighting WPPI’s mission, 45 years of joint action service, and its role as a leading joint action agency for 51 member utilities, including Waupun Utilities. He outlined key 2025 initiatives and a look ahead to 2026, covering areas such as data center development, technology advancements, outage management, interconnection processes, GIS support, community outreach, energy policy advocacy, tax-exempt financing, and transmission rights.

Motion made by Thurmer, seconded by Kunz, and unanimously carried, to approve minutes from April 14, 2025 meeting.

Motion by Kunz, seconded by Homan, and unanimously carried, bills for month of April 2025 approved as presented.

On motion by Siebers, seconded by Thurmer, and unanimously carried, year-to-date financial reports through March 2025 approved as presented by Finance Director Stanek. Electric operating income was \$158,600. Water operating income was \$133,000. Sewer operating income (loss) was (\$211,200).

General Manager Brooks provided updates on several topics, including the recent Youth Apprenticeship (YA) Showcase Tour and the completion of four interviews for the open YA position. Congratulations were extended to Carson Schramm on successfully completing the Lineworker Apprenticeship Program. Additional updates included attendance at the Customers First Power Breakfast, strong system performance during recent sustained winds, and progress reports on current electric projects underway.

Chelsea Lisowe, WPPI Energy Services Manager (ESM), was introduced to the Commission by General Manager Brooks. Lisowe provided an overview of her role as ESM, including fostering relationships between WU and WPPI, and supporting efforts to help the utility and its customers take advantage of WPPI’s available services. Additional updates included the recent electronics recycling event, book deliveries and equipment displays with local youth, and information on an Energized Education Grant available to schools in the community.

Treatment Facilities and Operations Superintendent Schramm provided an update on the water and wastewater treatment facilities, as well as the water distribution and wastewater collection systems. An RFP for a well siting proposal has been issued to identify potential locations near the water plant, with a focus on general sustainability. Collection system modeling is currently underway and is expected to conclude by year-end, providing WU with a comprehensive assessment of the water and sewer systems and helping to identify deficiencies. The long-awaited transfer switch for the generator at the Wastewater Treatment Facility has arrived, and contractors are in the process of installation and related preparations. Biomass production is progressing, with species selection set for a 10-day SRT. Operations will remain at this stage through two to three sludge cycles (approximately one month), with algae drying process tentatively scheduled for activation in early Q3.

General Manager Brooks acknowledged Mayor Rohn Bishop's proclamation in recognition of Drinking Water Week 2025. Mayor Bishop praised Waupun Utilities' water, calling it "Wisconsin's most delicious reverse osmosis drinking water," and highlighted its value to both residents and businesses. Brooks also noted the staff's commitment to maintaining this level of service.

Treatment Facilities and Operations Superintendent Schramm presented the 2024 report, confirming that Waupun Utilities' water continues to meet or exceed all federal and state health and safety standards. The review highlighted specific testing results and reinforced the utility's consistent performance, with staff again recognized for their technical excellence and dedication.

General Manager Brooks presented a bill comparison summary between Waupun Utilities and neighboring electric providers. Collaborative efforts by WPPI and WU staff help keep Waupun's electric rates substantially lower, providing a significant benefit to both residents and economic development. Reliability was also highlighted as a key advantage.

Discussion was held regarding rescheduling of the June meeting due to General Manager Brooks' attendance at the National APPA Conference. It was agreed that the next Commission meeting will be held on July 14, 2025, provided no urgent action items arise before then. June department reports will still be distributed to the Commission for review.

On motion by Homan, seconded by Mielke, and unanimously carried, meeting adjourned at 5:40 p.m.

The next regular commission meeting will be held on July 14, 2025 at 4:00 p.m.

Jen Benson
Office & Customer Service Supervisor