

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

Meeting called to order by President Heeringa at 4:06 p.m.

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

Motion made by Thurmer, seconded by Homan and unanimously carried, to approve minutes from March 11, 2024 meeting.

Motion by Kunz, seconded by Daane and unanimously carried, bills for month of March 2024 approved as presented.

On motion by Daane, seconded by Siebers and unanimously carried, year-to-date financial reports through February 2024 approved as presented by Finance Director Stanek. Electric operating income was \$115,700. Water operating income was \$192,400. Sewer operating income was \$75,700.

General Manager Brooks provided an update on outages and call-ins. There has been an uptick as of recent of call-ins due to low/downed wires. Majority of instances are found to be communication wires, however is still important WU responds to identify if wire is or is not one of our wires for safety reasons. Electric distribution system performed well throughout the snow event that occurred April 2<sup>nd</sup>-3<sup>rd</sup>. Due to weather conditions, the transmission feeder to the City of Waupun experienced intermittent outages causing blinking lights across WU service territory.

Treatment Facilities and Operations Superintendent Schramm provided an update on operations, training and maintenance completed by water/wastewater treatment facilities and water/wastewater distribution/collection staff. New membranes have arrived for Train 1 at water treatment facility. Facility treatment staff does great in their work of preventative maintenance, helping extend life of membranes past their max life. Max life of membranes is 5-6 years. Train 1 membranes were last exchanged in 2015. An integral moment of ABNR project and process, treatment facilities staff participated in a five-day training of the dryer operations allowing staff to learn and perform start-up, shut down, operation adjustments, preventative maintenance and troubleshooting scenarios. Dryer feed was 5% solids and through process of extracting remaining moisture, finished product from run time was 1700 lbs. at 98% solids, well within design specifications.

Aaron Worthman, Partner and Ryan Theiler, Manager of Baker Tilly, presented via Zoom the 2023 financial statement audit. Financial audit is performed in accordance with generally accepted and government auditing standards. Audit objective is to provide reasonable assurance that financial statements are free from material misstatement. Financial statements of Waupun Utilities received an unmodified opinion, which is highest level of assurance to receive. Worthman expressed appreciation for being able to work for WU and complimented Finance Director Stanek and team for a job well done.

On motion by Thurmer, seconded by Daane and unanimously carried, meeting adjourned at 5:14 p.m.

The next regular commission meeting will be held on May 13, 2024 at 4:00 p.m.

Jen Benson  
Office & Customer Service Supervisor