

**Minutes of a Regular Meeting of the
Waupun Utilities Commission
Monday, April 13, 2026**

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

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

Motion made by Siebers, seconded by Kunz, and unanimously carried to approve the minutes from the March 9, 2026 meeting.

Motion by Thurmer, seconded by Homan, and unanimously carried to approve the bills for the month of March 2026 as presented.

On motion by Daane, seconded by Mielke, and unanimously carried, year-to-date financial reports through February 2026 were approved as presented by Finance Director Stanek. Electric operating income was \$119,800. Water operating income was \$61,600. Sewer operating income was \$1,900.

General Manager Brooks reported that the Outage Management System is fully implemented and the utility is now issuing real-time electric outage notifications to customers who opt in to receive notifications. He also shared his new role as MEUW Treasurer and provided updates on upcoming disconnections following the winter moratorium, the transition to summer hours, and the recognition of Lineworker Appreciation Day and Drinking Water Week.

Electric Superintendent Vande Kolk reported on repairs related to recent weather events and ongoing system maintenance and upgrades. A two-person WU crew provided mutual aid to Gresham Utilities on April 3 to assist with restoration efforts following two ice events that affected their service territory. Additional updates included development planning, infrastructure reconstruction along Watertown/Wilcox/Brown Streets, cutout replacements, the main substation relay project, and the Business Park Substation and feeder build-outs.

Treatment Facilities Superintendent Sytsma reported on operations at the treatment facilities, including routine maintenance, ongoing equipment and process improvements, training activities, and the continued evaluation of system reliability and upgrade opportunities. As of January 1, 2026, approximately 9,000 lbs. of dried algae product have been produced from the algae dryer.

General Manager Brooks provided an update from the Water and Sewer Operations Report, including the annual leak detection survey, sewer televising, and manhole inspections.

Ryan Theiler, Manager, and Aaron Worthman, Partner, of Baker Tilly, presented the 2025 financial statement audit virtually. The audit was performed in accordance with generally accepted and government auditing standards, with the objective of providing reasonable assurance that the financial statements are free from material misstatement. The financial

statements of Waupun Utilities received an unmodified opinion, the highest level of assurance. The presenters commended WU management and staff on their preparation and performance. On motion by Siebers, seconded by Kunz, and unanimously carried, the 2025 Financial Audit Report was approved as presented.

Carol Wirth, President of Wisconsin Public Finance Professionals, LLC (WPFP), was present to provide an overview of utility financing related to revenue bonds. The presentation included an introduction, disclosures, a review of existing revenue bond resolutions and provisions, bond issuance considerations, and potential future options.

Finance Director Stanek presented 2026 budget amendments for the electric, water, and sewer funds. The amendments include updates to the water and sewer utility budgets to reflect final bid award cost increases associated with the Madison/Mill alleyway reconstruction project, reallocation of electric operating funds for equipment replacement and underground infrastructure upgrades, and an extended warranty related to maintenance of the WWTF generator. On motion by Siebers, seconded by Mielke, and unanimously carried, the budget amendments for the electric, water, and sewer funds were approved.

General Manager Brooks presented a request to the Commissioners to solicit bids for high-side breakers due to long lead times. On motion by Siebers, seconded by Homan, and unanimously carried, the solicitation of bids for high-side breakers was approved.

On motion by Daane, seconded by Homan, and unanimously carried, meeting adjourned at 6:18 p.m.

The next regular commission meeting will be held on May 11, 2026 at 4:00 p.m.

Jen Benson
Office & Customer Service Supervisor