

**Minutes of a Regular Meeting of the
Waupun Utilities Commission
Monday, February 10, 2025**

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

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

Absent: Commissioner Ledesma

Motion made by Kunz, seconded by Thurmer and unanimously carried, to approve minutes from January 13, 2025 meeting.

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

On motion by Siebers, seconded by Thurmer and unanimously carried, year-to-date financial reports through December 2024 approved as presented by Finance Director Stanek. Electric construction budget was over by \$132,600 due to back-ordered transformers being received. Overall electric consumption increased 1.1% from prior year due to serving a new large customer. Operating electric income increased \$86,300 resulting in a Rate of Return increase from 6.17 to 7.17 primarily due to reductions in purchased power costs from lower market gas prices. Water revenues were \$42,100 above budget on strong sales to Industrial customers. Water operating income decreased \$300,700 resulting in a reduction in the Rate of Return from 6.03 to 3.90. Sewer customer consumption increased 0.5% compared to 2023 which led to a decrease in revenues of \$19,000 as a result of decrease in high strength user charges from Public Authority customers. Sewer operating income decreased \$535,100 resulting in a Rate of Return decrease from 5.95 to 1.45.

General Manager Brooks provided an update on recent conferences and events attended by utility staff, public planning meetings, and operational developments. Planning is underway for the street reconstruction of Rock/Newton Ave, the alleyway between N Mill and Fond du Lac, a 56-unit housing complex, and new manufacturing, processing, and retail facilities.

Treatment Facilities and Operations Superintendent Schramm reported on operations related to the water and wastewater treatment facilities, as well as the water distribution and wastewater collection systems. He provided commissioners with an overview of the responsibilities and knowledge required for the role of a wastewater treatment facility operator, including chemical processes, maintenance, and regulatory compliance. The distribution/collection crew is currently televising sanitary basins A, B, and C to visually inspect the internal condition of pipes, identify potential issues, and assign priority grades to each pipe segment.

Eric Kostecki, Senior Energy Services Manager at WPPI, presented a review of the 2024 Residential Customer Feedback Survey, which highlighted positive customer satisfaction with Waupun Utilities. Key factors were trustworthiness, reliable energy, and affordable costs. For 2025, WU plans to focus on improving communication about rates, emergency communications, and showcasing the value of services.

Motion by Homan, seconded by Siebers, to adjourn in closed session under Section 19.85 (1) (c) of the WI Statutes to discuss personnel updates.

Motion by Thurmer, seconded by Daane, and unanimously carried to reconvene in open session under Section 19.85 (2) of WI Statutes. No further action in open session.

On motion by Homan, seconded by Kunz and unanimously carried, meeting adjourned at 5:43 p.m.

The next regular commission meeting will be held on March 10, 2025 at 4:00 p.m.

Jen Benson
Office & Customer Service Supervisor