

**Minutes of a Regular Meeting of the  
Waupun Utilities Commission  
Monday, April 14, 2025**

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

Present: Commissioners Daane, Heeringa, Homan, Kunz, Siebers and Thurmer  
Absent with notice: Commissioner Ledesma

Visitors present via Zoom: Jason Whitford, Aaron Worthman & Ryan Theiler

Ryan Theiler, Manager, and Aaron Worthman, Partner, of Baker Tilly, presented the 2024 Financial Audit Report. The audit was conducted in accordance with generally accepted auditing standards and resulted in an unmodified opinion, with no material weaknesses or deficiencies identified—a clean and successful audit. No significant or unusual transactions were noted, and no audit adjustments were required. Financial statement highlights reflected strong performance in four key metrics across electric, water, and sewer utilities, including solid debt coverage ratios and adequate unrestricted cash on hand to support operational expenses and upcoming capital projects. The audit confirmed the utility's strong financial position and its ability to meet future obligations. On motion by Siebers, seconded by Kunz, and unanimously carried, the 2024 Financial Audit Report was approved as presented.

Motion made by Kunz, seconded by Thurmer, and unanimously carried, to approve minutes from March 10, 2025 meeting.

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

On motion by Daane, seconded by Siebers, and unanimously carried, year-to-date financial reports through February 2025 approved as presented by Finance Director Stanek. Electric operating income was \$158,100. Water operating income was \$97,200. Sewer operating income (loss) was (\$153,300).

General Manager Brooks provided updates to the Commission on several items, including staffing changes, the upcoming Youth Apprenticeship (YA) Showcase Tour at the WWTF, and applications received for the YA position. He also shared updates on the LIHEAP program and various Electric Department projects. Brooks announced that WU has been awarded APPA's RP3 Diamond Level Designation, placing it in the top 1% of public power utilities nationwide for excellence in reliability, safety, operations, workforce development, and system improvements. Additionally, he noted plans for the upcoming Lineworker Appreciation Day celebration.

Treatment Facilities and Operations Superintendent Schramm provided an update on operations related to the water and wastewater treatment facilities, as well as the water distribution and wastewater collection systems. Tower levels have been adjusted to summer levels due to higher-than-expected consumption and unpredictable weather. Facility staff continue to address system timing issues and alarms as they arise, making necessary adjustments. The majority of greenhouse lighting has been installed, with completion expected by mid-May. Early test results are promising, showing significant reductions in load levels. Progress on the centrifuge system is aligning well with manufacturer expectations, with the potential production of finished product to begin third quarter of this year.

Motion by Thurmer, seconded by Homan, and unanimously carried, to adjourn in closed session under Section 19.85 (1) (e) of the WI Statutes to discuss possible land acquisition abutting S. Madison St.

Motion by Homan, seconded by Siebers, 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 Daane, and unanimously carried, meeting adjourned at 5:34 p.m.

The next regular commission meeting will be held on May 12, 2025 at 4:00 p.m.

Jen Benson  
Office & Customer Service Supervisor