

**Minutes of a Regular Meeting of the  
Waupun Utilities Commission  
Monday, January 13, 2020**

The meeting was called to order by President Heeringa at 4:00 p.m.

Commissioners Heeringa, Homan, Kaczmariski, Mielke, Thurmer, and Westphal were present. Gerritson was absent with notice.

Motion made by Thurmer, seconded by Homan and unanimously carried, to approve the minutes from the November 11, 2019, regular meeting.

On motion by Kaczmariski, seconded by Westphal and unanimously carried, bills for the months of November and December 2019 were approved as presented.

General Manager reported on the new hire for the Customer Billing Representative position and an update for the position of Accounting Coordinator.

Manager reported on the Public Service Commission public hearing held for the Alliant Purchase Area #4 and are now awaiting final approval from PSC. Following approval from the Public Service Commission, Waupun Utilities will complete the transfer of customers to our system.

Manager reported on the open house held in December to provide further detail on the wastewater facility upgrade and coinciding rate impact.

Water & Sewer Maint/Treatment Supervisor reported that level 1 bleeders were turned on. Crane Engineering has completed their annual preventative maintenance program for all pumps. The program identifies potential problems prior to mechanical failure saving the Utilities costly repairs. Sanitary crew will televisc sanitary laterals on South Madison St to verify sanitary lateral condition, location and lateral type prior to summer reconstruction. The remaining group of turbine meters will be replaced with new compound meters at commercial and industrial locations.

Electric Operations Supervisor reported on work being completed for greater clearances between the American Transmission Company owned transmission line and Waupun Utilities owned under build distribution line as requested by ATC. The annual line clearance program will begin near end of January. Work will continue in 2020 for replacement of HPS street lights with LED light fixtures.

On motion by Thurmer, seconded by Mielke and unanimously carried, the year-to-date financial reports through November 2019 were approved as presented. Electric operating income was \$246,400 or \$31,800 above budget on higher margins and lower expense. Water operating income was \$744,200 or \$128,500 above budget on higher revenues and lower operating expenses. Sewer operating income was \$249,500 or \$88,700 above budget on higher revenues.

Utilities' Energy Service Representative Eric Kostecki presented a summary on 2019 Energy Services and plans for 2020 Energy Services. Waupun Utilities customers received \$123,574 in Focus on Energy incentives during 2019. The 2020 Energy Services plans include a continued focus on LED upgrades and efficiency upgrades for industrial and commercial customers, apply for the Smart Energy Provider designation, and continue community relation programs.

Motion made by Thurmer, seconded by Homan, to adjourn in closed session under Section 19.85 (1) (c) (e) of the WI Statutes. Motion carried unanimously.

Motion made by Westphal, seconded by Thurmer, 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 Mielke and unanimously carried, the meeting was adjourned at 6:01 p.m.

The next commission meeting is scheduled on February 10, 2020, at 4:00 p.m.

Jen Benson  
Office & Customer Service Lead