

**Minutes of a Regular Meeting of the
Waupun Utilities Commission
Monday, August 8, 2022**

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

Commissioners Daane, Heeringa, Homan, Kaczmariski, Vanderkin and Westphal were present. Commissioner Thurmer was absent with notice.

Motion made by Homan, seconded by Daane and unanimously carried, to approve minutes from the July 11, 2022 meeting.

On motion by Vanderkin, seconded by Homan and unanimously carried, bills for month of July 2022 approved as presented.

On motion by Kaczmariski, seconded by Daane and unanimously carried, year-to-date financial reports through June 2022 approved as presented. Electric operating income was \$238,800 or \$139,600 above budget from lower operating costs. Water operating income was \$416,100 or \$140,900 above budget from lower than budgeted operating expenses. Sewer operating income was \$71,300 or \$62,400 above budget largely due to controlling maintenance costs at the WWTF and increases in high-strength and trucked-in waste charges.

General Manager Brooks reported on an electric outage, new electric services and status of current projects. The new EV charger that will be located in 400 block of E Main Street has arrived. DPW crew is working to pour concrete foundation. Once concrete foundation is complete, electric crew will install charger. An update was provided on recent action taken by WPPI in efforts to help offset a portion of the upward cost pressure on member wholesale power bills.

Treatment Facilities and Operations Superintendent Schramm reported on routine maintenance completed at Water and Wastewater Treatment Facilities. Distribution/collection crew continue preventative maintenance of distribution system. Advance Construction has completed installation and tie-ins of sanitary and water main line, north of Libby Street for the South Madison Street construction project. Sanitary and water laterals have been installed, with the exception of five laterals between West Doty Street and Libby Street. Construction and installation of components for the ABNR WWTF upgrade are moving along well.

Discussion held in regards to option for attendees to join monthly Utility Commission meetings virtually through Zoom. Commission made decision to include option of attendees to join future meetings via Zoom going forward starting September 2022. Commission may revisit after an undisclosed amount of time if any issues present itself or lack of attendance.

Discussion held regarding Waupun Municipal Code Chapter 12 – Public Utilities 12.06 Sanitary Sewer System and billing of high strength fees. Utility management is analyzing opportunities for additional revenue sources to mitigate further short-falls in operating revenues experienced since the beginning of COVID. Sewer ordinance states that sewer customers who discharge higher strength wastewater with higher concentrations of BOD, suspended solids and phosphorus should be billed a surcharge of anything greater than the set limit. Staff will work to obtain sampling information and put together an analysis to provide more information at the next meeting.

On motion by Vanderkin, seconded by Homan and unanimously carried, meeting adjourned at 5:03 p.m.

The next regular commission meeting is scheduled on September 12, 2022, at 4:00 p.m.

Jen Benson
Office & Customer Service Supervisor