

**Minutes of a Regular Meeting of the
Waupun Utilities Commission
Monday, August 12, 2024**

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

Commissioners Present In-person: Daane, Heeringa, Ledesma, Siebers and Thurmer

Commissioner Present via Zoom: Kunz

Commissioner Absent with Notice: Homan

Motion made by Ledesma, seconded by Siebers and unanimously carried, to approve minutes from June 10, 2024 meeting.

Motion by Thurmer, seconded by Daane and unanimously carried, bills for months of June and July 2024 approved as presented.

On motion by Siebers, seconded by Ledesma and unanimously carried, year-to-date financial reports through June 2024 approved as presented by General Manager Brooks. Electric operating income was \$184,500. Water operating income was \$313,200. Sewer operating income was \$102,700.

General Manager Brooks presented the GM and electric operations reports. Work has begun at United Cooperative for construction of the soy processing facility. Staff continues to work with site planners and electricians for the project. Electric crew continues work on backyard rebuilds in the south west portion of the city, replacing aged infrastructure. Treatment facilities, distribution and collection and office staff participated in the Waupun Parks Program in June and July.

Treatment Facilities and Operations Superintendent Schramm presented the treatment facilities and operations water and wastewater report. Staff did a great job and were very resilient with the overwhelming accumulation during the rain events and unforeseen work as a result, then switching gears to scheduled maintenance and inspections of water storage tanks and towers. Treatment Facilities team has taken full responsibility of operations of ABNR system at the WWTF. Distribution and collection team's focus has been on valve exercising and hydrant flushing.

President Heeringa acknowledged visitor Jason Whitford present via Zoom.

Motion by Ledesma, seconded by Daane, to adjourn in closed session under Section 19.85 (1) (c) and (e) of the WI Statutes to discuss personnel updates and discuss/approve wastewater treatment plant ABNR project and contract update.

Motion by Siebers, seconded by Ledesma, 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 Kunz, seconded by Thurmer and unanimously carried, meeting adjourned at 5:47 p.m.

The next regular commission meeting will be held on September 9, 2024 at 4:00 p.m.

Jen Benson
Office & Customer Service Supervisor