

Utility Commission Meeting
Monday, March 3, 2025
6:00 PM at Utility Office Building

Members Present: Robert Affeld, Dave Gratton, Bart Coons, Dick Evans, Mayor Wegener, Nick Gahlman, Alex Smudde

Members Absent: Ross Canniff

Also Present: Laurie Runyan

- I. The meeting was called to order at 6:00 PM and roll call was taken. Motion by Coons/Gratton to approve the agenda. Motion carried 4-0.
- II. Motion by Gratton/Evans to approve the minutes as amended from the previous meetings. Motion by carried 4-0.
- III. Public Appearances/Comment. Sheri Scott and Kyra Cassidy from MSA.
- IV. Monthly Business:
 - A. Approve Vouchers and Checks. Motion by Coons/Gratton to approve payment of WPPI Invoice for \$252,814.65 and checks of \$709,667.46. Motion carried 4-0.
 - B. Review Prior Month Income Statement.
 - C. Council Acts Affecting Utility. None
 - D. Consumption Loss.
 - E. Review Totals of Delinquent Customers.
- V. Report of Officials:
 - A. Utility Accountant

Continuing to work on audit prep. Pam is looking forward to starting disconnects in April. Discussed phone system.
 - B. Electric Superintendent
 1. Projects Update. Addie Joss poles are cut down to the breakers, they are energized, need to decide if we should keep them for possible future use. The attorney reviewed the J&R boring contract, agreed to terms and it's signed. The materials for ATC job have arrived except the switchgears, which have been pushed off to Sept. for delivery; contacted other utilities to see if they could loan us switchgears, and they will not. This puts us in a predicament for the ATC job and the Oak St job. We sent an invoice to ATC for \$248,000 to cover cost of materials, they said to will be paid this week. Dylan attended his 3rd week of apprentice school, both he and Nick K have straight A's for the whole program so far. Continuing to do tree trimming, including by Sensient's primary metering pole. Continuing to work on mapping with OpenPoint, becoming quite labor intensive, collecting assembly data, hard to find old data. Attended Waupun safety school, hands on training on overhead. OpenPoint wants phasing identification on our single-phase circuits; WPPI has an identifier tool we can use. Had all of our rubber goods tested, has a couple failures that we replaced. Had annual testing done on the bucket truck, found a few issues, mostly covered under warranty; got it back and it had a hydraulic leak; got it back again and they didn't have the boom fully retracted and locked, they replaced all damage. Installed secondary main behind the Post Office; had a street light fault on Victory St. A car struck the guy wires on a pole outside the industrial substation, hit and run, no major damage, gave chief Beal full cost in case they

find the person. Well 3 security lighting is replaced. Submitted a load interconnection request form to ATC to prepare us for a voltage conversion in the future, it will get them to take over ownership of the transmission buss work in our substation, and to put a switch outside the sub so we don't have to take an outage when they do work on their system, and will put a reclosure in as a protection point between us and Beaver Dam. They have agreed to our terms and signed a construction agreement execution form; we will have to extend our substation fence, will budget this project for 2026.

C. Water/Wastewater Superintendent

1. Review, discuss and possibly approve amendment to WWTP change order #6. Kyra apologized for making the accounting mistake on the items in the change order; there will be a \$2,000 credit coming from the contractor. Motion by Coons/Gratton to adjust the total of Change Order #6 from \$108,264 to \$123,591.00. Motion carried 4-0.
2. Review, discuss and possibly approve hiring CBS Squared to consult for water treatment changes. They were to work with us on our chlorine issue. The plan is that adding phosphates will help carry the chlorine through the system and helps with corrosion control. Discussed changing the amount of chlorine being added and still maintaining DNR requirements. Brad at MSA will be getting more info to present to us.
3. Review, discuss and possibly approve Alex purchasing the Landia spare parts & tools discussed at the Special Utility Commission meeting. Motion by Coons/Evans to approve Alex purchasing these parts/tools not to exceed \$5,838.81 plus freight. Motion carried 4-0.
4. Projects Update. The new front door on Well 2 was installed and new locksets have been made for Wells and WWTP. The DNR service line inventory that we submitted was acceptable. Troy flushed 14 hydrants, about 200,000 gallons of water. MSA was in last week to create our punch list of items for the contractor. There was some discussion with other utilities about charging the commercial customers for cross connection testing, feel it's best to leave the program as is.

VI. President: Nothing to report.

VII. Mayoral Comments: Nothing to report. Discussed that we found out the Oak St project is starting in 3 weeks, nobody was told.

VIII. Old Business: none

VI. New Business: none

Motion by Gratton/Coons to adjourn meeting at 7:23 pm. Motion carried 4-0.

Minutes recorded by: Laurie Runyan