

# **STOUGHTON UTILITIES COMMITTEE REGULAR MEETING MINUTES**

**Monday, February 20, 2012 – 5:00 p.m.**  
**Edmund T. Malinowski Board Room**  
**Stoughton Utilities Administration Office**  
**600 S. Fourth St.**  
**Stoughton, Wisconsin**

**Members Present:** Citizen Member David Erdman, Citizen Member Jonathan Hajny, Alderperson Eric Hohol, Mayor Donna Olson and Alderperson Larry Peterson.

**Excused:** Citizen Member Angie Halverson and Alderperson Greg Jenson.

**Absent:** None.

**Others Present:** Stoughton Utilities Finance and Administrative Manager Kim Jennings, CPA, and Stoughton Utilities Director Robert Kardasz, P.E.

**Call To Order:** Mayor Donna Olson called the regular Stoughton Utilities Committee Meeting to order at 5:08 p.m.

**Stoughton Utilities (SU) Payments Due List:** Stoughton Utilities Director Robert Kardasz presented and discussed the Stoughton Utilities (SU) Payments Due List. Discussion followed. The SU Payments Due List was placed on file as presented.

**Stoughton Utilities Committee Consent Agenda:** Stoughton Utilities Director Robert Kardasz presented and discussed the Stoughton Utilities Committee Meeting Consent Agenda Items. Discussion Followed. Motion by Alderperson Eric Hohol, the motion seconded by Citizen Member David Erdman, to approve the following consent agenda items as presented: Draft Minutes of the January 17, 2012 Regular Stoughton Utilities Committee Meeting, Stoughton Utilities December 2011 Financial Summary, December 2011 Statistical Information, Stoughton Utilities Communications, Stoughton Utilities Committee Annual Calendar, and Stoughton Utilities January 2012 Activities Report. The motion carried unanimously.

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**Status Of The Stoughton Utilities Committee Recommendation(s) To The Stoughton Common Council:** Utilities Director Robert Kardasz reported that the Stoughton Utilities (SU) Cross Connection Program and the SU Electronic Device Policy were approved at the February 14, 2012 Stoughton Common Council Meeting. Discussion followed.

**Proposed Rental Of Stoughton Utilities Agricultural Land:** Stoughton Utilities Director Robert Kardasz presented and discussed the proposed rental of Stoughton Utilities (SU) agricultural land. Discussion followed. Motion by Alderperson Eric Hohol, the motion seconded by Alderperson Larry Peterson, to approve the rental of 12.2 acres of SU agricultural land at 3201 McComb Road for cropping in 2012 to Nick and Brian Ramsden for \$2,452.20 and recommend the approval and the adoption of the accompanying resolution to the Stoughton Common Council on February 28, 2012. The motion carried unanimously.

**Stoughton Utilities Bad Debt Account Write-Offs Through January 31, 2012:** Stoughton Utilities Director Robert Kardasz and Stoughton Utilities Finance and Administrative Manager Kim Jennings presented and discussed the Stoughton Utilities (SU) Bad Debt Write-Offs through January 31, 2012. Discussion followed. Motion by Citizen Member David Erdman, the motion seconded by Citizen Member Jonathan Hajny, to approve the SU Bad Debt Account Write-Offs through January 31, 2012 totaling \$7,310.59 and recommend the approval and the adoption of the accompanying resolution to the Stoughton Common Council on February 28, 2012. The motion carried unanimously.

**Stoughton Utilities Participation In The Madison Metropolitan Sewerage District (MMSD) Adaptive Management (AM) Three-Year Study:** Stoughton Utilities Director Robert Kardasz presented and discussed Stoughton Utilities (SU) participation in the MMSD AM three-year study. Discussion followed. Motion by Alderperson Eric Hohol, the motion seconded by Citizen Member David Erdman, to approve the SU participation in the MMSD AM three-year study and recommend the approval and the adoption of the accompanying resolution to the Common Council on February 28, 2012. The motion carried unanimously.

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## **Stoughton Utilities Declarations Of Official Intent Nos. 2012-1 Through 2012-4:**

Stoughton Utilities Director Robert Kardasz presented and discussed the Stoughton Utilities (SU) Declarations of Official Intent Nos. 2012-1 through 2012-4. Discussion followed. Motion by Citizen Member David Erdman, the motion seconded by Alderperson Larry Peterson, to approve:

Declaration No. 2012-1 Stoughton Utilities Electric and Water Automatic Meter Reading (AMR) Enhancements for \$40,000.

Declaration No. 2012-2 Stoughton Utilities Wastewater Sanitary Sewer Cured In Place Lining Project for \$140,000.

Declaration No. 2012-3 Stoughton Utilities Water Main River Crossing Project for \$300,000.

Declaration No. 2012-4 Stoughton Utilities Wastewater Inverted Siphon River Crossing Project for \$405,000.

The motion carried unanimously.

**Stoughton Utilities Fluoridation Program:** At the request of Alderperson Greg Jenson, Stoughton Utilities Director Robert Kardasz presented and discussed the Stoughton Utilities Fluoridation Program. Discussion followed. Motion by Citizen Member David Erdman, the motion seconded by Citizen Member Jonathan Hajny to table the Stoughton Utilities Fluoridation Program until the March 19, 2012 Stoughton Utilities Committee Meeting. The motion carried unanimously.

## **Stoughton Utilities Committee Future Agenda Items:**

- Stoughton Utilities Fluoridation Program on March 19, 2012.
- Stoughton Utilities Committee action regarding agenda items requiring Stoughton Common Council approval during May 2012.
- Stoughton Utilities (SU) wastewater financial objectives report.
- Stoughton Utilities (SU) Investment Policy.
- Stoughton Utilities (SU) Financial Forecasts

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**Adjournment:** Motion by Citizen Member Jonathan Hajny, the motion seconded by Citizen Member David Erdman, to adjourn the Regular Stoughton Utilities Committee Meeting at 6:10 p.m. The motion carried unanimously.

Respectfully submitted

Robert P. Kardasz, P.E.  
Stoughton Utilities Director