

## **DRAFT STOUGHTON UTILITIES COMMITTEE REGULAR MEETING MINUTES**

**Monday, May 16, 2016 – 5:07 p.m.**

**Edmund T. Malinowski Board Room**

**Stoughton Utilities Administration Office**

**600 S. Fourth St.**

**Stoughton, Wisconsin**

**Members Present:** Alderperson Michael Engelberger, Citizen Member David Erdman, Alderperson Greg Jenson, Citizen Member John Kallas, and Citizen Member Alan Staats.

**Excused:** Mayor Donna Olson and Alderperson Tom Selsor.

**Absent:** None.

**Others Present:** Stoughton Utilities Assistant Director Brian Hoops and Stoughton Utilities Director Robert Kardasz, P.E.

**Call To Order:** Stoughton Utilities Director Robert Kardasz called the Regular Stoughton Utilities Committee Meeting to order at 5:07 p.m.

**Stoughton Utilities Committee Chairperson And Vice-Chairperson Election:** Stoughton Utilities Director Robert Kardasz presented and discussed the Stoughton Utilities Committee Chairperson and Vice-Chairperson election process. Discussion followed. Motion by Alderperson Michael Engelberger, the motion seconded by Citizen Member David Erdman, to nominate Mayor Donna Olson as the Stoughton Utilities Committee Chairperson. Discussion followed. The motion carried unanimously 5 to 0.

Discussion followed. Motion by Alderperson Michael Engelberger, the motion seconded by Citizen Member David Erdman, to nominate Alderperson Greg Jenson as the Stoughton Utilities Committee Vice-Chairperson. Discussion followed. The motion carried unanimously 5 to 0.

**Stoughton Utilities Committee Liaison and Alternate Liaison To The Stoughton Common Council Election:** Stoughton Utilities Director Robert Kardasz presented and discussed the Stoughton Utilities Committee Liaison and Alternate Liaison to the Stoughton Common Council election process. Discussion followed. Motion by Alderperson Greg Jenson, the motion seconded by Alderperson Michael Engelberger, to nominate Alderperson Michael Engelberger as the Stoughton Utilities Committee Liaison to the Stoughton Common Council and Alderperson Greg Jenson as the Stoughton Utilities Committee Alternate Liaison to the Stoughton Common Council. Discussion followed. The motion carried unanimously 5 to 0.

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## **Stoughton Utilities Committee Monthly Meeting Date And Time Designation:**

Stoughton Utilities Director Robert Kardasz presented and discussed the Stoughton Utilities Committee monthly meeting date and time designation and explained that keeping the Monday monthly meeting date between the two regularly scheduled Stoughton Common Council Meetings held on the second and fourth Tuesdays of the month allowed business to receive Stoughton Common Council action at the second regularly scheduled Common Council meeting of the month. Discussion followed. Motion by Alderperson Greg Jenson, the motion seconded by Alderperson Michael Engelberger, to designate the regularly scheduled monthly Stoughton Utilities Committee Meeting to be held on the Monday between the two regularly scheduled Stoughton Common Council Meetings held on the second and fourth Tuesdays of the month at 5:30 p.m. The motion carried unanimously 5 to 0.

## **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 Michel Engelberger, the motion seconded by Citizen Member John Kallas, to approve the following consent agenda items as presented: Stoughton Utilities Payments Due List, Draft Minutes of the April 18, 2016 Regular Stoughton Utilities Committee Meeting, Stoughton Utilities March 2016 Financial Summary, Stoughton Utilities March 2016 Statistical Information, Stoughton Utilities Communications, Stoughton Utilities Committee Annual Calendar, and the Stoughton Utilities April 2016 Activities Report. The motion carried unanimously 5 to 0.

## **Status of The Stoughton Utilities Committee Recommendation(s) To The Stoughton Common Council:**

Stoughton Utilities Director Robert Kardasz presented and discussed the following items from the Stoughton Utilities Committee that were approved and placed on file by the Stoughton Common Council:

- Stoughton Utilities Payments Due List.
- Stoughton Utilities Committee March 14, 2016 Regular Meeting Minutes.
- Stoughton Utilities February 2016 Financial Summaries.
- Stoughton Utilities February 2016 Statistical Worksheet.
- Stoughton Utilities proposed Electric and Water Tax Stabilization Dividends.
- Stoughton Utilities 2015 Audit Report and Management Letter.

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**Stoughton Utilities 2016 Funding Transfers to the City of Stoughton:** Stoughton Utilities Director Robert Kardasz presented and discussed the following Stoughton Utilities 2016 funding transfers to the City of Stoughton:

Payment in lieu of taxes	\$733,509.00
Tax Stabilization Dividends	\$23,625.00
Stoughton Utilities Building Rent	\$89,000.00
Administration Charges	\$55,000.00
Storm Water Management Fee	\$7,256.00
Police Department Emergency Contact Service	<u>\$9,000.00</u>
Total:	\$917,390.00

Discussion followed.

**WPPI Energy Orientation:** Stoughton Utilities Director Robert Kardasz presented and discussed the WPPI Energy orientation and invited the Stoughton Utilities Committee to participate at their headquarters on June 7, 2016. Discussion followed.

**Stoughton Utilities Committee Future Agenda Items:** None.

**Adjournment:** Motion by Alderperson Greg Jenson, the motion seconded by Citizen Member David Erdman, to adjourn the Regular Stoughton Utilities Committee Meeting at 5:30 p.m. The motion carried unanimously 5 to 0.

Respectfully submitted,

Brian R. Hoops  
Stoughton Utilities Assistant Director