

DRAFT STOUGHTON UTILITIES COMMITTEE REGULAR MEETING MINUTES

Monday, July 17, 2017 – 5:00 p.m.

Stoughton, WI

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Location: Edmund T. Malinowski Board Room
Stoughton Utilities Administration Office
600 South Fourth Street
Stoughton, Wisconsin, 53589

Members Present: Alderperson Matt Bartlett, Alderperson Michael Engelberger, Citizen Member David Erdman, Citizen Member John Kallas, Alderperson Pat O'Connor, Mayor Donna Olson, and Citizen Member Alan Staats

Excused: None

Absent: None

Others Present: WPPI Energy Billing Analyst Kevin Conner, WPPI Energy Vice President of Rates and Special Projects Tim Noeldner, Stoughton Utilities Finance Manager Jamin Friedl, CPA, Stoughton Utilities Assistant Director Brian Hoops and Stoughton Utilities Director Robert Kardasz, P.E.

Call to Order: Mayor Donna Olson called the Regular Stoughton Utilities Committee Meeting to order at 5:00 p.m.

Utilities Committee Consent Agenda: Stoughton Utilities Assistant Director Brian Hoops and Stoughton Utilities Director Robert Kardasz presented and discussed the Stoughton Utilities Committee consent agenda items. Discussion followed. Motion by Alderperson Michael Engelberger, the motion seconded by Citizen Member David Erdman, to approve the following consent agenda items as presented: Stoughton Utilities Payments Due List, Draft Minutes of the June 19, 2017 Regular Stoughton Utilities Committee Meeting, Stoughton Utilities May 2017 Financial Summary, Stoughton Utilities Statistical Information, Stoughton Utilities June 2017 Activities Report, Utilities Committee Annual Calendar, and Utilities Communications. The motion carried unanimously 7 to 0.

Status of the Utilities Committee Recommendation(s) to the Stoughton Common Council: Stoughton Utilities Director Robert Kardasz and Stoughton Utilities Assistant Director Brian Hoops 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 Report
- Stoughton Utilities Committee May 15, 2017 Regular Meeting Minutes
- Stoughton Utilities April 2017 Financial Summary
- Stoughton Utilities 2016 audit reports and management letter
- Stoughton Utilities wastewater treatment facility and sanitary sewer collection system 2016 Compliance Maintenance Annual Report (CMAR)
- Adoption of the American Public Power Association (APPA) Safety Manual, 16th Ed., 2017

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Presentation by WPPI Energy: Stoughton Utilities Director Robert Kardasz and Stoughton Utilities Assistant Director Brian Hoops introduced WPPI Energy Vice-President of Rates and Special Projects Tim Noeldner. Mr. Noeldner introduced WPPI Energy Billing Analyst Kevin Conner and presented and led a discussion on “Doing More Together: Preparing for the Future through Joint Action”. Mr. Noeldner emphasized the following objectives:

1. Conveyed the assumptions of the new 2017-2021 WPPI business plan.
2. Presented key business plan priorities for the next year or two.
3. Discussed what Stoughton Utilities may consider implementing or planning for in the short term.
4. Conveyed how, through joint action, WPPI Energy can support Stoughton Utilities’ efforts.

Discussion followed.

Stoughton Utilities Round-UP Program: Stoughton Utilities Assistant Director Brian Hoops presented and discussed the Stoughton Utilities Round-Up Program. Discussion followed. Motion by Citizen Member John Kallas, the motion seconded by Alderman Pat O’Connor, to donate \$1,000 from the Stoughton Utilities Round-Up Program to Friends of Lake Kegonsa (FOLKs). The motion carried 6 to 0 with Alderperson Michael Engelberger abstaining.

Stoughton Utilities personnel status: Stoughton Utilities Director Robert Kardasz and Stoughton Utilities Assistant Director Brian Hoops presented and discussed the Stoughton Utilities personnel status. Discussion followed.

Utilities Committee future agenda items: Tour of the wastewater treatment facility at the August 14, 2017 Utilities Committee meeting.

Tour of the Stoughton Utilities Administration Building: Stoughton Utilities Director Robert Kardasz and Stoughton Utilities Assistant Director Brian Hoops invited the committee members to tour the Stoughton Utilities Administration Building.

Adjournment: Motion by Alderperson Pat O’Connor, the motion seconded by Citizen Member Alan Staats, to adjourn the Regular Stoughton Utilities Committee Meeting at 5:58 p.m. The motion carried unanimously 7 to 0.

Respectfully submitted

Brian R. Hoops
Stoughton Utilities Assistant Director