

STOUGHTON UTILITIES COMMITTEE REGULAR MEETING MINUTES

Monday, September 25, 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, Mayor Donna Olson, and Citizen Member Alan Staats

Excused: Alderperson Pat O'Connor

Absent: None

Others Present: Stoughton Utilities Wastewater System Supervisor Brian Erickson, Stoughton Utilities Finance Manager Jamin Friedl, CPA, Stoughton Utilities Assistant Director Brian Hoops, Stoughton Utilities Director Robert Kardasz, P.E., and Stoughton Utilities Water and Wastewater Operator/Meter Technician Martin Seffens

Call to Order: Mayor Donna Olson called the Regular Stoughton Utilities Committee Meeting to order at 5:02 p.m.

Utilities Committee Consent Agenda: Stoughton Utilities Director Robert Kardasz and Stoughton Utilities Assistant Director Brian Hoops presented and discussed the Stoughton Utilities Committee consent agenda items. Discussion followed.

Motion by Alderperson Michael Engelberger, the motion seconded by Citizen Member Alan Staats, to approve the following consent agenda items as presented: Stoughton Utilities Payments Due List, Draft Minutes of the August 14, 2017 Regular Stoughton Utilities Committee Meeting, Stoughton Utilities July 2017 Financial Summary, Stoughton Utilities July 2017 Statistical Information, Stoughton Utilities August 2017 Activities Report, Utilities Committee Annual Calendar, and Communications. The motion carried unanimously 5 to 0.

Status of the 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/or placed on file by the Stoughton Common Council:

- Stoughton Utilities Payments Due List Report
- Stoughton Utilities Committee July 17, 2017 Regular Meeting Minutes
- Stoughton Utilities June 2017 Financial Summary
- Stoughton Utilities June 2017 Statistical Information

Citizen Member David Erdman arrived at the meeting at 5:06 p.m.

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Proposed 2018 budget and five year (2018-2022) Capital Improvement Plan (CIP): Stoughton Utilities Director Robert Kardasz and Stoughton Utilities Finance Manager Jamin Friedl presented and discussed the proposed 2018 Stoughton Utilities budget. Discussion followed. Motion by Alderperson Michael Engelberger, the motion seconded by Citizen Member David Erdman, to approve the Stoughton Utilities 2018 budget and recommend its approval to the Stoughton Common Council. The motion carried unanimously 6 to 0.

Stoughton Utilities Director Robert Kardasz presented and discussed the proposed 2018 five year Capital Improvement Plan (CIP). Discussion followed. Motion by Alderperson Michael Engelberger, the motion seconded by Citizen Member David Erdman, to approve the Stoughton Utilities 2018 five year (2018-2022) Capital Improvement Plan (CIP) and recommend its approval to the Stoughton Common Council. The motion carried unanimously 6 to 0.

Utilities Committee future agenda items:

- Stoughton Utilities Round-Up program eligibility
- Stoughton Utilities Draft Wisconsin Department of Natural Resources Wisconsin Pollutant Discharge Elimination System (WPDES) Wastewater Treatment Facility Permit status.
- Tour of the Stoughton Utilities Wastewater Treatment Facility.

Adjournment: Motion by Citizen Member David Erdman, the motion seconded by Citizen Member John Kallas, to adjourn the Regular Stoughton Utilities Committee Meeting at 5:56 p.m. The motion carried unanimously 6 to 0.

Respectfully submitted

Brian R. Hoops
Stoughton Utilities Assistant Director