

# STOUGHTON UTILITIES COMMITTEE REGULAR MEETING MINUTES

Monday, January 27, 2025 – 5:30 p.m.

Stoughton, WI

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**Location:**

Edmund T. Malinowski Board Room, Stoughton Utilities Administration Office  
600 South Fourth Street, Stoughton, Wisconsin  
Optional Virtual Participation: GoToMeeting ID 985-892-421

**Members Present:**

Citizen Member David Erdman (Chair) Alderperson Greg Jensen, Alderperson Regina Hirsch, Mayor Tim Swadley, Citizen Member Dustin Thoren (Vice-Chair)

**Excused:**

Citizen Member Carl Chenoweth

**Absent:**

Alderperson Daniel Payton

**Others Present:**

Stoughton Utilities Assistant Director Brian Hoops, Stoughton Utilities Finance Manager Shannon Statz, Stoughton Utilities Director Jill Weiss

**Call to Order:** Chairperson Erdman called the regular Stoughton Utilities Committee Meeting to order at 5:30 p.m. Erdman, Jensen, Hirsch, Swadley, and Thoren were present in person.

**Verification of Quorum:** The chair verified that a quorum of the committee membership was present.

**Certification of Compliance with Open Meetings Law:** Weiss certified that the meeting had been properly noticed in compliance with open meetings law.

**Public Comments:** There were no public comments.

**Utilities Committee Consent Agenda:** Stoughton Utilities staff presented and discussed the Stoughton Utilities Committee consent agenda items. Staff highlighted recent water main breaks that have occurred on older cast-iron water mains as a result of the winter weather and weather fluctuations. Erdman highlighted the recent holiday food drive and light exchange. Swadley shared updates regarding the potential sale of the Stoughton Utilities Administration Building and the potential budgetary impacts that Stoughton Utilities may incur as a result. Discussion followed.

Motion by Jensen, the motion seconded by Thoren, to approve the following consent agenda items as presented:

- a. Minutes of the October 17, 2024 Regular Utilities Committee Meeting
- b. Stoughton Utilities Payments Due List Reports
- c. Stoughton Utilities Financial Summaries
- d. Stoughton Utilities Statistical Report
- e. Stoughton Utilities Investment Summaries
- f. Stoughton Utilities Activities Reports
- g. Communications

The motion carried unanimously 5 to 0.

**Status of the Utilities Committee recommendation(s) to the Stoughton Common Council:** Stoughton Utilities staff presented and discussed the following items from the Stoughton Utilities Committee that were recently approved and/or placed on file by the Stoughton Common Council:

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## Consent Agenda:

1. Minutes of the August 19, 2024 Regular Utilities Committee Meeting
2. Minutes of the September 30, 2024 Regular Utilities Committee Meeting
3. Stoughton Utilities Payments Due List Reports
4. Stoughton Utilities Financial Summaries
5. Stoughton Utilities Statistical Reports
6. Stoughton Utilities Activities Reports

## Business:

1. Stoughton Utilities Proposed 2025 Operating Budget and Five-Year (2025 – 2029) Capital Improvement Projects (CIP) Program

Discussion followed.

**Stoughton Wastewater Utility 2025 Rate Adjustment:** Stoughton Utilities staff presented and discussed a proposed wastewater utility rate adjustment. An adjustment was included in the 2025 Stoughton Utilities operating budget that was passed by the Utilities Committee and Stoughton Common Council in 2024.

Staff explained that the 8% wastewater rate adjustment is necessary to recover costs of capital infrastructure improvements and will bring the average residential customer wastewater bill to \$35.57 per month, a monthly increase of \$2.65. Staff further explained that wastewater rates are solely governed by the Stoughton Common Council and require an amendment to the Stoughton Municipal Code of Ordinances. The proposed rate increase would have a March 1, 2025 effective date. Discussion followed.

Motion by Thoren, the motion seconded by Hirsch, to approve the proposed Stoughton Wastewater Utility 2025 rate adjustment as presented and recommend approval of the rate adjustment to the Stoughton Common Council at their February 11, 2025 (first reading) and February 25, 2025 (second reading) meetings. The motion carried unanimously 5 to 0.

**Stoughton Utilities RoundUP Program:** Stoughton Utilities staff presented and discussed the Stoughton Utilities Round-Up Program. A brief description of the program was provided to the committee, noting the list of 18 eligible organizations and their application materials was included in the meeting packet. This is the second of two donations to be made using 2024 program funding, with staff recommending a \$2,000 donation. Discussion followed.

Motion by Erdman, the motion seconded by Hirsch, to donate \$667 from the Stoughton Utilities Round-Up Program fund to the Dane County Humane Society, \$667 to Pumpkin Patch Preschool, and \$667 to the Society of St. Vincent de Paul – St. Ann Conference. The motion carried unanimously 5 to 0.

**Residential Customer Satisfaction Survey Results:** Stoughton Utilities staff informed the committee that two customer satisfaction surveys were completed in 2024 with a focus on residential customers in an effort to better understand our customers' needs and perceptions of the utility. Surveys were conducted by GreatBlue Research using a program offered by American Public Power Association, and by Sunseed Research, LLC using a program offered by WPPI Energy.

WPPI Energy Services Manager Darren Jacobson joined the meeting virtually at 5:59 p.m.

Staff presented a summary of the results of both surveys, as well as staff's key takeaways and areas for improvement. Discussion followed.

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**Stoughton Utilities Water Consumer Confidence Report:** Stoughton Utilities staff informed the committee that the utility provides drinking water to the City of Stoughton via groundwater wells, and chlorine and fluoride is added to the water prior to it entering the water distribution system.

Staff explained that Stoughton Utilities disinfects our water with chlorine, which is a step in the water treatment and distribution process to ensure the biological safety of water, and different amounts of chlorine are added throughout the year to help combat possible contaminants that may become problematic in water with elevated temperatures.

Staff further explained that Stoughton Utilities fluoridates the water that leaves our wells. Fluoridated water keeps teeth strong and reduces cavities by about 25% in children and adults. Community water fluoridation is recommended by nearly all public health, medical, and dental organizations, including the American Dental Association, American Academy of Pediatrics, US Centers for Disease Control and Prevention, US Public Health Service, and World Health Organization.

Discussion followed.

**Utilities Committee Future Agenda Items:** Stoughton Utilities staff informed the committee that future agenda items include the annual delinquent balance write-offs, a bond financing, declarations of official intent for future borrowings, a mutual aid response policy, and the annual presentation of the past year in review. Discussion followed.

**Adjournment:** Being no further business before the committee, the chair adjourned the meeting at 6:45 p.m.

Respectfully submitted,

Brian R. Hoops  
Assistant Stoughton Utilities Director