

# STOUGHTON UTILITIES COMMITTEE REGULAR MEETING MINUTES

Monday, March 17, 2025 – 5:30 p.m.

Stoughton, WI

Page No. 1

**Location:** Edmund T. Malinowski Board Room, Stoughton Utilities Administration Office  
600 South Fourth Street, Stoughton, Wisconsin  
Optional Virtual Participation: GoToMeeting ID 923-680-893

**Members Present:** Citizen Member Carl Chenoweth, Citizen Member David Erdman (Chair), Alderperson Regina Hirsch, Alderperson Greg Jensen, Alderperson Daniel Payton, Mayor Tim Swadley

**Excused:** Citizen Member Dustin Thoren (Vice-Chair)

**Absent:** None

**Others Present:** Stoughton Utilities Electric System Supervisor Joe Adler, Stoughton Utilities Assistant Director Brian Hoops, WPPI Energy / Stoughton Utilities Energy Service Manager Darren Jacobson, 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. Chenoweth, Erdman, Jensen, and Swadley were present in person. Payton and Hirsch (joined 5:36) were present virtually.

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

**Certification of Compliance with Open Meetings Law:** Hoops certified that the meeting had been properly noticed in compliance with open meetings law. Hoops also noted that the notice of possible quorum was posted for the tour that will follow the meeting.

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

**Utilities Committee Consent Agenda:** Stoughton Utilities staff presented and discussed the Stoughton Utilities Committee consent agenda items. Erdman noted that he, along with Stoughton Utilities and City of Stoughton staff, had participated on the recent rating call with Moody's rating agency where it was announced that the water and wastewater utilities had both received an Aa3 bond rating, an increase from the water utility's prior A1 rating (wastewater utility not previously rated). Staff mentioned that a presentation on the rating and its significance would be provided at a future meeting. Discussion followed.

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

- a. Minutes of the February 17, 2025 Regular Utilities Committee Meeting
- b. Stoughton Utilities Payments Due List Report
- c. Stoughton Utilities Statistical Report
- d. Stoughton Utilities Activities Report
- e. Communications

The motion carried unanimously 5 to 0.

# STOUGHTON UTILITIES COMMITTEE REGULAR MEETING MINUTES

Monday, March 17, 2025 – 5:30 p.m.

Stoughton, WI

Page No. 2

Hirsch joined the meeting at 5:36.

**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:

**Consent Agenda:**

1. Minutes of the January 27, 2024 Regular Utilities Committee Meeting
2. Stoughton Utilities Payments Due List Reports
3. Stoughton Utilities Activities Reports

**Business:**

1. Stoughton Wastewater Utility 2025 Rate Adjustment (Second Reading)
2. Bad Debt Account Write-Offs through December 31, 2024
3. Stoughton Utilities 2025 Water and Sewer Revenue Bonds Issuance
4. Stoughton Utilities Facilities Needs Assessment

Discussion followed.

**Update: PSCW Water Rate Application:** Stoughton Utilities staff provided an update on the status of the ongoing water rate application that was submitted to the Public Service Commission of Wisconsin in 2024. Discussion followed.

**Proposed Stoughton Utilities Out-of-State Mutual Aid Billing Policy:** Stoughton Utilities staff introduced a draft policy to establish a framework and policy for the billing of costs and expenses related to the provision of out-of-state mutual aid assistance. Additional staff review of the policy is required to address some administrative concerns that arose following the October 2024 response to Hurricane Milton, and this item will come back to a future meeting. Discussion followed.

**American Public Power Association Electric Reliability Annual Benchmarking Report:** Staff presented and discussed a report provided by the American Public Power Association (APPA) containing the utility's 2023 electric reliability metrics, including information about how the utility's reliability compares to other utilities across the country, sorted by size and region. The average Stoughton Utilities customer experienced 0.57 electric service interruptions, with average electric service availability of 99.9893%. Staff informed the committee that Stoughton Utilities has again been recognized by the APPA for its exceptional electric system reliability. Discussion followed.

**Wisconsin Department of Transportation 2026 Project Updates:** Stoughton Utilities staff presented and discussed the status of street and utility reconstruction projects being led by the Wisconsin Department of Transportation, including Stoughton Utilities' preparations and project involvement, bid opening results, and tentative schedules. Discussion followed.

**Utilities Committee Future Agenda Items:** Stoughton Utilities staff informed the committee that future agenda items include a presentation on the recent bond ratings and a report on the results of the bond sale in April, the audit report and annual committee reorganization in May, and the drinking water consumer confidence report

# STOUGHTON UTILITIES COMMITTEE REGULAR MEETING MINUTES

Monday, March 17, 2025 – 5:30 p.m.

Stoughton, WI

Page No. 3

and a presentation on the wastewater treatment facility's rate capacity at a future meeting to be determined. Also scheduled for the April meeting will be the 2025 utility reconstruction bid award and the release of platted easements in a new subdivision. Discussion followed.

**Adjournment:** Being no further business before the committee, motion by Chenoweth the motion seconded by Jenson, to adjourn the meeting at 5:54 p.m. The motion carried unanimously 6 to 0.

Respectfully submitted,

Brian R. Hoops

Assistant Stoughton Utilities Director