

STOUGHTON UTILITIES COMMITTEE REGULAR MEETING MINUTES

Monday, July 14, 2025 – 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
Optional Virtual Participation: GoToMeeting ID 914-071-413

Members Present: Citizen Member Carl Chenoweth, Citizen Member David Erdman (Chair), Alderperson Regina Hirsch, Alderperson Greg Jenson, Mayor Tim Swadley, Citizen Member Dustin Thoren (Vice-Chair), Alderperson Jordan Tilleson

Excused: None

Absent: None

Others Present: City of Stoughton Director of Human Resources & Risk Management Amy Jo Gillingham, Stoughton Utilities Assistant Director Brian Hoops, Stoughton Utilities Finance Manager Shannon Statz, Stoughton Utilities Director Jill Weiss

Call to Order: The chair called the regular Stoughton Utilities Committee Meeting to order at 5:20 p.m. Chenoweth, Hirsch, Jenson, Swadley, Thoren, and Tilleson were present in person. Erdman attended virtually.

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. Weiss highlighted the Yahara WINS 2024 Annual Report. Discussion followed.

Motion by Hirsch, the motion seconded by Tilleson, to approve the following consent agenda items as presented:

- a. Minutes of the June 16, 2025 Regular Utilities Committee Meeting
- b. Stoughton Utilities Payments Due List Report
- c. Stoughton Utilities Financial Report
- d. Stoughton Utilities Statistical Report
- e. Communications

The motion carried unanimously 7 to 0.

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

Stoughton Utilities Director Position Update: 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 (PSCW) in 2024. A public hearing was held on Wednesday, May 21, 2025, after which the PSCW issued a final decision.

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The new rates will have an overall increase of 18.92%, an additional \$4.88 per month for the average customer, and will take effect July 1, 2025. Discussion followed.

Stoughton Utilities Director Position Update: It had been previously announced that Utilities Director Jill Weiss had submitted her resignation, with her final day being July 18, 2025. Applications for the vacancy have been received. Gillingham shared updates on recruitment efforts, a preview of the interview panels and participants, and an anticipated timeline for filling the vacancy. Discussion followed. Erdman thanked Weiss for her years of dedication to Stoughton Utilities.

Declaration of Official Intent 2025-1: Stoughton Utilities staff presented and discussed the declaration of official intent to reimburse an expenditure with proceeds of a borrowing or borrowings authorized by the issuer. This is the first declaration for the year 2025 and preserves the ability to borrow funds up to \$1,325,000.00 for water and sewer system reconstruction projects on USH-51 from South Harrison Road to Roby Road, scheduled to occur in 2026. This work will include reconstruction of approximately 2,500 feet of water main and 2,600 feet of sanitary sewer main, including associated structures, abandonments, and service connections. Discussion followed.

Motion by Chenoweth, the motion seconded by Thoren, to approve the Declaration of Official Intent No. 2025-1. The motion carried unanimously 7 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 were included in the meeting packet. Staff recommended the committee award a \$1,750 donation from the 2025 SU Value of Local Utility Community Contributions fund through the RoundUP Program to an eligible applicant. Discussion followed.

Motion by Chenoweth, the motion seconded by Jenson, to donate \$1,750 from the SU Value of Local Utility Community Contributions fund through the RoundUP Program to the Imagine Academy. The motion carried unanimously 7 to 0.

Swadley and Tilleson left the meeting at 5:47 p.m.

Utilities Committee Future Agenda Items: Stoughton Utilities staff informed the committee that at this time there were no planned items for the August agenda. The September meeting will include the annual 5-year Capital Improvement Plan (CIP) presentation, and the 2026 Stoughton Utilities 2026 operating budget will be presented for approval at the October meeting. Discussion followed. The committee suggested cancelling the August meeting if no agenda items arise.

Adjournment: Being no further business before the committee, the Chair adjourned the meeting at 5:48 p.m.

Respectfully submitted,

Brian R. Hoops

Assistant Stoughton Utilities Director