

# STOUGHTON UTILITIES COMMITTEE REGULAR MEETING MINUTES

Monday, November 17, 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: Teams Meeting ID: 234 116 679 253 1

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

**Excused:** Citizen Member Carl Chenoweth

**Absent:** None

**Others Present:** WPPI Energy CEO Michael Peters, Stoughton Utilities Assistant Director Brian Hoops, Stoughton Utilities & WPPI Energy Services Manager Darren Jacobson, Stoughton Utilities Director Adam Schleicher, Stoughton Utilities Finance Manager Shannon Statz, Stoughton Utilities Education & Outreach Coordinator Brandi Yungen

**Call to Order:** The chair called the regular Stoughton Utilities Committee Meeting to order at 5:30 p.m. Erdman, Hirsch, Jenson, Thoren, and Tilleson 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:** Hoops certified that the meeting had been properly noticed in compliance with open meetings law.

**Public Hearing:** The chair opened the public hearing at 5:30 p.m. to review the Stoughton Utilities water supply service area plan in accordance with NR 854 requirements. Hoops provided a brief summary of the public participation requirements associated with the publication of the plan. There were no members of the public registered to speak. The chair adjourned the public hearing at 5:31pm.

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

**Utilities Committee Consent Agenda:** Stoughton Utilities staff presented and discussed the Stoughton Utilities Committee consent agenda items, highlighting customer survey results and the upcoming holiday donation drive. Discussion followed.

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

- a. Minutes of the October 20, 2025 Regular Utilities Committee Meeting
- b. Stoughton Utilities Payments Due List Report
- c. Stoughton Utilities Financial Reports
- d. Stoughton Utilities Statistical Report
- e. Communications
- f. Stoughton Utilities Activities Report

The motion carried unanimously 5 to 0.

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**Status of the Utilities Committee recommendation(s) to the Stoughton Common Council:** Stoughton Utilities staff provided the committee with an update on items from recent committee meetings had been presented to, approved, and/or placed on file by the Stoughton Common Council. Discussion followed.

**Update: Stoughton Utilities Administration Building:** Stoughton Utilities staff presented an update on the design status of the proposed new Stoughton Utilities Administration Building. A preliminary timeline for design, Public Service Commission of Wisconsin approval, and construction was presented. It was explained that design is progressing with the McComb site in mind, and alternate sites will be considered if design or cost concerns are encountered. Discussion followed. Erdman requested this item continue to be included on future meeting agendas.

**Presentation by WPPI Energy: The Power to Thrive:** Stoughton Utilities staff introduced Mr. Mike Peters, Chief Executive Officer of WPPI Energy, who provided a presentation focusing on how public power continues to deliver reliable, affordable power, and forward-thinking services that customers count on. Topics also included WPPI Energy business updates and industry developments of interest to members.

Swadley joined the meeting at 5:52 p.m.

Discussion followed.

**Stoughton Wastewater Utility 2026 Rate Adjustment:** Stoughton Utilities staff presented and discussed a proposed wastewater utility rate adjustment. An adjustment was included in the 2026 Stoughton Utilities operating budget that was passed by the Utilities Committee and Stoughton Common Council in October and November, respectively.

Staff explained that the 14% wastewater rate adjustment is necessary to recover costs of capital infrastructure improvements and will bring the average residential customer wastewater bill to \$40.53 per month, a monthly increase of \$4.96. 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 January 1, 2026 effective date. Discussion followed.

Motion by Hirsch, the motion seconded by Thoren, to approve the proposed Stoughton Wastewater Utility 2026 rate adjustment as presented and recommend approval of the rate adjustment to the Stoughton Common Council at their November 25, 2025 (first reading) and December 9, 2025 (second reading) meetings. The motion carried unanimously 6 to 0.

**Stoughton Utilities Water Supply Service Area Plan:** Stoughton Utilities presented and discussed a water supply service area plan that was created to meet the requires set forth in NR 854. Discussion followed. The committee was informed that no action was required to be taken by the committee, and that the plan will also be presented to the Stoughton Common Council as part of their consent agenda at a future meeting.

**Wisconsin Water/Wastewater Agency Response Network (WiWarn) Mutual Aid and Assistance Agreement:** Stoughton Utilities staff presented and discussed the WiWarn mutual aid and assistance agreement, and described how SU could benefit from participation during a utility emergency. Discussion followed.

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Motion by Jenson, the motion seconded by Hirsch to approve the Wisconsin Water and Wastewater Agency Response Network Mutual Aid agreement and recommend approval to the Stoughton Common Council, subject to review by the City Attorney. The motion carried unanimously 6 to 0.

**Stoughton Utilities Service Line Material Inventory:** Stoughton Utilities staff discussed the utility's ongoing efforts to identify water service line materials. Letters will be mailed out in the coming weeks to the remaining customers served by unknown service line materials to continue to gather service line material information and complete the inventory. Outreach will continue annually as required for all those properties served by a water service line that is made of an unknown material until all service line materials are identified. Discussion followed.

**Utilities Committee Future Agenda Items:** Stoughton Utilities staff informed the committee that future agenda items include continued progress updates for the new administration building design. Staff advised the committee that there is currently no new business items expected for the December meeting. The chair requested the meeting be kept on the schedule and staff should determine if cancellation is warranted closer to the scheduled date. Discussion followed.

**Adjournment:** Being no further business before the committee, motion by Hirsch, the motion seconded by Thoren, to adjourn the meeting at 6:51 p.m. The motion carried unanimously 6-0.

Respectfully submitted,

Tiffany R. Poster

Stoughton Utilities Administrative Assistant