

Regular Meeting of the Water Works and Lighting Commission  
Wednesday, March 13, 2024

**There were present:**

Commissioner Jay Bemke  
Commissioner John Harper  
Commissioner Rick Merdan  
Commissioner Jeff Penzkover

Also in attendance: Jem Brown, Roxanne Gronski, Jeff Kuhn, Josh Elliott, Matt Stormoen, Shawn Reimer, Adam Breunig, Todd Weiler, Tyler Sneen, Lynn Schroer and Sean Wall.

**1. Call to Order**

Acting Chairman Rick Merdan called the meeting to order at 2:00 PM. Commissioner John Bergin was excused from today's meeting.

**2. Approval, additions or corrections to the minutes of the following meeting**

**2.1 Regular Commission Meeting held February 14, 2024**

There was a motion made by Jay Bemke, seconded by Jeff Penzkover, and carried to approve the minutes of the Regular Commission Meeting held on February 14, 2024, and to place them on file. There were no nay votes recorded.

**3. Action items**

**3.1 Summer help request**

After discussion there was a motion made by Jay Bemke, seconded by John Harper, and carried to approve a request from Customer Support Supervisor Lynn Schroer to hire one limited term summer employee. This employee will work in the office assisting with customer service duties and will also be assisting the water department with the lead copper rule revision regulations. There were no nay votes recorded.

**4.0 Department updates**

**4.1 Safety Committee Report**

The commissioners reviewed and discussed the Safety Coordinator's

monthly report. Sean Wall answered questions regarding safety awards and the upcoming respirator fit testing.

#### **4.2 Line Superintendent's Report**

This report was reviewed and February call-ins and projects were discussed.

#### **4.3 Water Department Operations Report**

This report was reviewed and Adam Breunig answered questions regarding February maintenance water projects and the Lincoln Street water main project.

#### **4.4 Customer Support Supervisor's Report**

This report was reviewed and Lynn Schroer answered questions regarding the upcoming April 15<sup>th</sup> moratorium.

#### **4.5 Director of Finance's Report**

This report was reviewed and Jeff Kuhn answered questions regarding the financial statements.

#### **4.6 Information System's Administrator's Report**

This report was reviewed and discussed. Matt Stormoen answered questions regarding the network hardware cleanup and fire alarm rebuild.

#### **4.7 Conservation Manager's Report**

This report was reviewed and discussed. Shawn Reimer answered questions regarding the Focus on Energy Community Impact Program. Shawn also stated that WW&LC participated in the Lincoln High School Reality Check. This is a literacy simulation that helps to prepare graduating seniors with a realistic experience in budgeting, understanding financial responsibilities and making potential life choices while interacting with business and community members.

#### **4.8 Electrical Engineer's Report**

This report was reviewed and was discussed. Tyler Sneen answered questions regarding our transformer inventory.

#### **4.9 Director of Engineering & Electric Operations**

This report was reviewed and discussed. Todd Weiler stated that he was

informed by APPA that WW&LC once again received the Platinum Award as a Reliable Public Power Provider. WW&LC has received this distinguished honor since 2011 having earned 2 “Gold”, 2 “Platinum”, and 2 “Diamond” RP3 titles.

#### **4.10 General Manager’s Report**

This report was reviewed and discussed. Jem Brown answered questions regarding the various conference calls he attended regarding Great Lakes Utilities (GLU) and Alliance for Cooperative Energy Services (ACES) projects.

#### **5. Review of accounts payables**

A listing of all invoices and checks covering February was provided to the commission for review and all questions answered.

#### **6. Adjourn**

There was a motion made by Jay Bemke, seconded by Jeff Penzkover, and carried to adjourn at 2:24 PM. There were no nay votes recorded.

Respectfully submitted,

John Harper, Acting Secretary