

Regular Meeting of the Water Works and Lighting Commission
Wednesday, December 13, 2023

There were present:

Commissioner Jay Bemke
Commissioner John Bergin
Commissioner John Harper

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

1. Call to Order

Chairman John Bergin called the meeting to order at 2:00 PM. Commissioner Rick Merdan and Commissioner Jeff Penzkover were excused from today's meeting.

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

2.1 Regular Commission Meeting held November 8, 2023

There was a motion made by Jay Bemke, seconded by John Harper, and carried to approve the minutes of the Regular Commission Meeting held on November 8, 2023, and to place them on file. There were no nay votes recorded.

3. Action items

3.1 2024 Water Distribution Material Supply Quotes

Adam Breunig stated that we sent out an RFQ (request for quote) for our 2024 water distribution materials. Three companies responded. Adam stated that he is recommending that we award the quote to Ferguson Waterworks who submitted the lowest quote and is a company the utility used in 2023. After discussion and all questions answered there was a motion made by John Harper, seconded by Jay Bemke, and carried to award the 2024 water distribution material supplies to Ferguson Waterworks in the amount of \$370,937.05. There were no nay votes recorded.

4.0 Department updates

4.1 Safety Committee Report

The commissioners reviewed and discussed the Safety Committee meeting minutes and the safety coordinator's monthly report. Sean Wall highlighted the safety trainings that were done this month.

4.2 Line Superintendent's Report

This report was reviewed and November call-ins and projects were discussed. Line Superintendent Josh Elliott was asked if the number of trouble calls was higher than normal. Josh stated that it is not out of the ordinary for this time of year to see an increase in the number of streetlight calls and unfortunately, we had three structure fires in November and have already had one in December.

4.3 Water Department Operations Report

This report was reviewed and November maintenance water projects were discussed. Adam answered questions regarding the WDNR quarterly sampling that was done in November.

4.4 Customer Support Supervisor's Report

This report was reviewed and Lynn Schroer answered questions regarding our commercial disconnection procedures. Shawn Reimer highlighted an article in Current and Waves regarding the free online home energy assessment that is offered by Focus on Energy which a customer can use to get a customized report tailored to their home.

4.5 Director of Finance's Report

This report was reviewed and November financial statements were discussed.

4.6 Information System's Administrator's Report

This report was reviewed and discussed. Matt Stormoen answered questions regarding the upcoming training for the new Microsoft software.

4.7 Conservation Manager's Report

This report was reviewed and WW&LC conservation efforts were discussed. Shawn Reimer answered questions regarding the electric analytics company CLOCworks and the results of their project with Lincoln High School.

4.8 Electrical Engineer's Report

This report was reviewed and was discussed. John Bergin stated that he appreciated the pictures that were included in Tyler's report showing the recently purchased transformer being moved from the Kraft Mill to the Baker Substation.

4.9 Director of Engineering & Electric Operations

This report was reviewed and discussed. Todd Weiler stated that he and Tyler have been busy working on various projects including 3 major capital projects during November.

4.10 General Manager's Report

This report was reviewed and discussed. Jem Brown answered questions regarding various meetings he attended in November. Jem also stated that the GLU Board scheduled a 2-day meeting in December to begin planning to replace the IOU's power supply contracts that expire in 2029 and 2030.

5. Review of accounts payables

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

6. Adjourn

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

Respectfully submitted,

John Harper, Acting Secretary