

Regular Meeting of the Water Works and Lighting Commission
Wednesday, January 8, 2020

There were present:

Commissioner John Harper
Commissioner Scott Kellogg
Commissioner Rick Merdan
Commissioner Tom Nowak

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

1. Call to Order

Chairman Tom Nowak called the meeting to order at 1:00 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 December 11, 2019

There was a motion made by Rick Merdan, seconded by Scott Kellogg, and carried to approve the minutes of the Regular Commission Meeting held December 11, 2019 and to place them on file. There were no nay votes recorded.

2.2 Special Commission Meeting held December 16, 2019

There was a motion made by John Harper, seconded by Rick Merdan, and carried to approve the minutes of the Special Commission Meeting held December 16, 2019 and to place them on file. There were no nay votes recorded.

3. Action items

3.1 Training Request – APPA National Conference

Todd Weiler requested permission to attend this year's APPA National Conference which is being held June 5 – 10 in Long Beach, California. This conference is a great opportunity to attend and utilize workshops and technical sessions which supply valuable information on various topics in the electric utility industry. There was a motion John Harper, seconded by Rick Merdan, and carried to approve this request and allow Todd Weiler to attend the 2020 APPA National Conference. No nay votes being recorded.

4. Department Updates

4.1 Safety Committee Report

This report was reviewed and the importance of hearing conservation was discussed.

4.2 Line Superintendent's Report

This report was reviewed and December projects were discussed. Josh Elliott stated that in December we had a lot of outages that were caused by icy roads. Josh also stated that we would like to replace 200 poles a year which would keep us on a 50 year cycle.

4.3 Water Department Operations Report

This report was reviewed and December water projects were discussed.

4.4 Customer Support Supervisor's Report

This report was reviewed and discussed.

4.5 Director of Finance's Report

This report was reviewed and December's financial reports were discussed. Jeff Kuhn stated that our auditors were here for a preliminary fieldwork in December. WW&LC is scheduled for final fieldwork the end of February. Jeff gave a FEMA July 20 storm damage funding update.

4.6 Information System's Administrator's Report

This report was reviewed and the AMI communication upgrade and Honeywell/Elster Connexo to iVUE integration was discussed.

4.7 Conservation Manager's Report

This report was reviewed and discussed. Shawn Reimer highlighted the Focus on Energy appliance recycling program. Also discussed was the LED lighting incentives that are available.

4.8 Director of Engineering & Electric Operations

This report was reviewed and discussed. Scott Kellogg stated that he is

impressed with everything that was accomplished in 2019 and asked Todd Weiler to highlight some of these.

4.9 General Manager's Report

This report was reviewed and discussed. Scott Kellogg acknowledged and echoed the thank you that Jem gave to all employees for their hard work and dedication in 2019.

5. Review of accounts payables

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

6. Adjourn

There was a motion made by Scott Kellogg, seconded by Rick Merdan, and carried to adjourn at 1:30 PM. No nay votes were recorded.

Respectfully submitted,

Rick Merdan, Secretary