

Regular Meeting of the Water Works and Lighting Commission  
Wednesday, January 11, 2023

**There were present:**

Commissioner Jay Bemke  
Commissioner John Bergin  
Commissioner John Harper  
Commissioner Rick Merdan

Also in attendance: Roxanne Gronski, Jeff Kuhn, Josh Elliott, Lynn Schroer, Adam Breunig, Shawn Reimer, and Matt Stormoen.

**1. Call to Order**

Chairman John Bergin called the meeting to order at 2:00 PM. Commissioner Jeff Penzkover asked to be excused from today's meeting.

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

**2.1 Regular Commission Meeting held December 14, 2022**

There was a motion made by Rick Merdan, seconded by John Harper, and carried to approve the minutes of the Regular Commission Meeting held on December 14, 2022, and to place them on file. There were no nay votes recorded.

**2.2 Special Commission Meeting held December 19, 2022**

There is a correction to the minutes of the Special Commission Meeting of December 19, 2022, to show that the meeting was called to order by Chairperson John Bergin. With that correction made, there was a motion made by Jay Bemke, seconded by Rick Merdan, and carried to approve the minutes of the Special Commission Meeting held on December 19, 2022, and to place them on file. There were no nay votes recorded.

**3. Action items**

**3.1** There were no action items.

**4.0 Department updates**

**4.1 Safety Committee Report**

The commissioners reviewed the December safety committee report and

the safety coordinator's monthly report.

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

This report was reviewed and discussed. Josh Elliott answered questions regarding the number of trouble slips, work orders and call-ins for December. Josh stated that the electric inventory has been completed and no major discrepancies were found.

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

This report was reviewed and the December water projects were discussed. Adam Breunig answered questions regarding the chart of the last 5-year water depths at monitoring wells.

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

This report was reviewed and discussed. Lynn Schroer answered questions regarding the various programs that are available to WW&LC to help in the collection of past due accounts receivables.

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

This report was reviewed and there was a lengthy discussion regarding the financial statements.

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

This report was reviewed and Matt Stormoen answered questions regarding upcoming projects.

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

This report was reviewed and discussed. Shawn Reimer answered questions regarding a meeting he attended with WRPS Maintenance Superintendent to explore CLOCworks and what they had to offer the school district. CLOCworks is an electric analytics company, that uses detection and diagnostic software to save on energy costs by enhancing operations and improving their building's performance.

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

This report was reviewed and discussed. Josh Elliott answered questions regarding the annual inspection of transformer equipment. This is a contracted

service that if we were to do inhouse would involve a very large outlay of money for the equipment and vacuum pumps that would be required.

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

This report was reviewed and discussed. Jeff Kuhn answered questions regarding the electrical projects that were completed in 2022 and stated that even with the increase in material costs we were able to stay under the budget.

#### **4.10 General Manager's Report**

This report was reviewed and discussed. Jeff Kuhn answered questions regarding ACES, GLU's power supply services provider beginning in July of 2023.

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

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

#### **6. Adjourn**

There was a motion made by Rick Merdan, seconded by John Harper, and carried to adjourn at 2:29 PM. No nay votes were recorded.

Respectfully submitted,

Rick Merdan, Secretary