

Regular Meeting of the Water Works and Lighting Commission
Wednesday, February 8, 2023

There were present:

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

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

1. Call to Order

Chairman John Bergin called the meeting to order at 2:00 PM.

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

2.1 Regular Commission Meeting held January 11, 2023

There was a motion made by Rick Merdan, seconded by Jay Bemke, and carried to approve the minutes of the Regular Commission Meeting held on January 11, 2023, and to place them on file. There were no nay votes recorded.

2.2 Special Commission Meeting held January 24, 2023

There is a motion made by John Harper, seconded by Jay Bemke, and carried to approve the minutes of the Special Commission Meeting held on January 24, 2023, 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 January safety committee report and the

safety coordinator's monthly report. Sean Wall answered questions regarding the MEUW Electric Operations Conference that was recently held in Wisconsin Dells. Sean stated that for MEUW employees this is an all-hands-on deck conference put on by the MEUW and is always extremely well organized and well attended.

4.2 Line Superintendent's Report

This report was reviewed and discussed.

4.3 Water Department Operations Report

This report was reviewed and the January maintenance projects were discussed. Adam Breunig answered questions regarding the water allowed to run program/procedures which is done to help prevent residential freeze-ups.

4.4 Customer Support Supervisor's Report

This report was reviewed and discussed. Lynn Schroer answered questions regarding account receivables and water disconnection notices that were sent.

4.5 Director of Finance's Report

This report was reviewed and there was a lengthy discussion regarding the financial statements. Jeff Kuhn answered questions regarding cybersecurity liability insurance and also how workers compensation insurance mod factors are determined.

4.6 Information System's Administrator's Report

This report was reviewed and Matt Stormoen answered questions regarding January projects. Matt and our storeroom/utility system specialist Kyle Dewitt met with a representative from NISC who was able to show them the new capabilities of the system.

4.7 Conservation Manager's Report

This report was reviewed and discussed. Shawn Reimer answered questions regarding a meeting that he had with Ocean Spray Cranberry and the upcoming Lincoln High School annual Reality Check that will be held March 7th. 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 discussed. With the recent good weather, we were able to finish up the regulator maintenance for the High School Substation. This maintenance includes draining the old oil, replacing with new oil, and un-tanking the switching mechanism so it can be cleaned of any carbon buildup.

4.9 Director of Engineering & Electric Operations

This report was reviewed and discussed. Todd Weiler answered questions regarding the MEUW Electric Operations Conference he attended. Todd attended a breakout session on the comparison between designing substations for public versus investor-owned utilities and another on substation security which reviewed both physical and cyber security strategies.

4.10 General Manager's Report

This report was reviewed and discussed. Jem Brown answered questions regarding our upcoming audit, the MEUW Electric Operations Conference he recently attended and a conference call that was held with Great Lakes Utilities regarding the GLU 50-75MW solar project and the supply chain issues they are experiencing.

5. Review of accounts payables

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

6. Adjourn

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

Respectfully submitted,

Rick Merdan, Secretary