

Regular Meeting of the Water Works and Lighting Commission  
Wednesday, February 9, 2022

**There were present:**

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

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

**1. Call to Order**

Chairman Tom Nowak called the meeting to order at 1:00 PM.

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

**2.1 Regular Commission Meeting held January 12, 2021**

There was a motion made by John Bergin, seconded by Rick Merdan, and carried to approve the minutes of the Regular Commission Meeting held on January 12, 2021, and to place them on file. There were no nay votes recorded.

**3. Action items**

**3.1 Well #2 Cleaning and Redevelopment**

Dale Scheunemann explained that we have seen a decrease in the pumping capacity at Well #2. We sent out requests to bid this project and received bids from 4 companies. Water Well Solutions, from Oconomowoc, came in with the lowest bid and is the same company that we used for the rehab of Well #5. Their bid comes in at \$135,000 and is under the 2022 budgeted amount of \$150,000.

After a lengthy discussion, and based upon staff recommendation, there was a motion made by John Bergin, seconded by Jay Bemke, and carried to award the bid to Water Well Solutions in the amount of \$135,000.00. There were no nay votes recorded.

#### **4.0 Department updates**

#### **4.1 Safety Committee Report**

The commissioners reviewed the safety committee minutes and safety coordinator's monthly report. Sean Wall stated that all safety programs/procedures are reviewed annually and last month the committee reviewed the Emergency Action Plan.

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

This report was reviewed and Josh Elliott answered questions regarding the January after hour call-ins.

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

This report was reviewed and January water projects were discussed. Dale Scheunemann answered questions regarding frozen residential water services.

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

This report was reviewed and water disconnections were discussed. Lynn Schroer answered questions regarding the Energy Assistance payments we received in January. WW&LC customers usually receive more in benefits than are paid in. In 2021, ratepayers contributed \$139,026 to low-income programs and our customers received \$545,015 in electric benefits.

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

This report was reviewed and cyber security liability insurance was discussed.

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

This report was reviewed and Matt Stormoen answered questions regarding January projects. Matt hopes to finish up the cyber security multi-factor authentication project this week.

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

This report was reviewed and Shawn Reimer answered questions regarding the various types of conservation assistance WW&LC provides to both commercial and residential customers.

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

This report was reviewed. Tyler Sneen stated that we noticed a problem with the VFR (variable frequency drive) for the backwash motor in the filter plant and outlined the process that was used to determine the cause and to resolve this issue.

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

This report was reviewed and Todd Weiler also touched on the corrosion issues that were found on the electrical equipment in the filter plant.

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

This report was reviewed and the potential residential development was discussed.

#### **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 John Bergin, seconded by Rick Merdan, and carried to adjourn at 1:36 PM. No nay votes were recorded.

Respectfully submitted,

Rick Merdan, Secretary