

Regular Meeting of the Water Works and Lighting Commission
Wednesday, February 10, 2021

There were present:

Commissioner Scott Kellogg
Commissioner Tom Nowak
Commissioner John Bergin
Commissioner Rick Merdan by audio conference
Commissioner John Harper by audio conference

Also in attendance: Jem Brown, Roxanne Gronski, Todd Weiler, Dale Scheunemann, and Jeff Kuhn. In attendance via audio conference: Matt Stormoen, Shawn Reimer and Lynn Schroer.

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 Special Commission Meeting held December 22, 2020

There was a motion made by Rick Merdan, seconded by Scott Kellogg, and carried to approve the minutes of the Special Commission Meeting held December 22, 2020 and to place them on file. There were no nay votes recorded.

2.2 Regular Commission Meeting held January 13, 2021

There was a motion made by John Harper, seconded by Rick Merdan, and carried to approve the minutes of the Regular Commission Meeting held January 13, 2021 and to place them on file. There were no nay votes recorded.

2.3 Special Commission Meeting held January 20, 2021

There was a motion made by John Harper, seconded by Rick Merdan, and carried to approve the minutes of the Special Commission Meeting held January 20, 2021 and to place them on file. There were no nay votes recorded.

3. Action items

There were no action items.

4. Department Updates

4.1 Safety Committee Report

The commissioners reviewed the safety committee meeting minutes and the safety coordinator's monthly report. The recent Bloodborne Pathogens training was discussed.

4.2 Line Superintendent's Report

This report was reviewed. January outages and the decrease in outages caused by animals was discussed.

4.3 Water Department Operations Report

This report was reviewed and January water projects and water main breaks were discussed.

4.4 Customer Support Supervisor's Report

This report was reviewed and the increasing past due accounts were discussed.

4.5 Director of Finance's Report

This report was reviewed and December financial information was discussed.

4.6 Information System's Administrator's Report

This report was reviewed and offsite data storage was discussed. The commission feels that all options should be pursued.

4.7 Conservation Manager's Report

This report was reviewed and the advantages of having the MSDS sheets immediately available online instead of in binders was discussed.

4.8 Director of Engineering & Electric Operations

This report was reviewed and the WR West Substation breaker replacement was discussed. Todd also summarized the 2020 reliability statistics report which was included in this month's packet.

4.9 General Manager's Report

This report was reviewed and Jem summarized the MEUW and GLU meetings that were held in January.

5. Review of accounts payables

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

6. Adjourn

There was a motion made by John Bergin, seconded by Scott Kellogg, and carried to adjourn at 1:50 PM. No nay votes were recorded.

Respectfully submitted,

Rick Merdan, Secretary