

Regular Meeting of the Water Works and Lighting Commission
Wednesday, April 12, 2023

There were present:

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

Also in attendance: Jem Brown, Roxanne Gronski, Jeff Kuhn, Josh Elliott, Todd Weiler, 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 March 8, 2023

There was a motion made by Jay Bemke, seconded by John Harper, and carried to approve the minutes of the Regular Commission Meeting held on March 8, 2023, and to place them on file. There were no nay votes recorded.

3. Action items

3.1 Locating services RFP

A request for proposals was sent for the electric locating services within our service territory; four companies responded. The lowest bid was submitted by USIC and is a company that WW&LC has previously used. Based upon the results and staff recommendation, there was a motion made by John Harper, seconded by Rick Merdan, and carried to award the electric locating services to USIC. There were no nay votes recorded.

4.0 Department updates

4.1 Safety Committee Report

The commissioners reviewed the March 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 trucks that have been ordered. Josh stated that we ordered one in 2021 and he feels we will be lucky to receive it before the end of this year. It could likely be 2024.

4.3 Water Department Operations Report

This report was reviewed and Adam Breunig answered questions regarding March maintenance projects.

4.4 Customer Support Supervisor's Report

This report was reviewed and discussed. Lynn stated that it is already getting busy due to the upcoming end of the moratorium.

4.5 Director of Finance's Report

This report was reviewed and there was a lengthy discussion regarding the financial statements. Jeff Kuhn stated that he and Lynn Schroer attended the Town of Grand Rapids Board Meeting where they unanimously passed an ordinance giving WW&LC the ability to tax roll past due electric balances.

4.6 Information System's Administrator's Report

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

4.7 Conservation Manager's Report

This report was reviewed and discussed. Shawn Reimer answered questions regarding the Green Energy Block Program and an energy assessment that was recently completed for an area organization.

4.8 Electrical Engineer's Report

This report was reviewed and discussed. Tyler Sneen answered questions regarding the PLC upgrade project.

4.9 Director of Engineering & Electric Operations

This report was reviewed and discussed. Todd Weiler answered questions

regarding the PLC failure in the filter plant. Todd stated that we currently have a project to upgrade all of these PLCs throughout the SCADA system.

4.10 General Manager's Report

This report was reviewed and discussed. Jem Brown answered questions regarding the pros and cons of GLU becoming a Dairyland Power member. Jem stated that this would be a GLU membership, not an individual utility membership.

5. Review of accounts payables

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

6. Adjourn

There was a motion made by John Harper, seconded by Jeff Penzkover, and carried to adjourn at 2:26 PM. There were no nay votes recorded.

Respectfully submitted,

Rick Merdan, Secretary