

Regular Meeting of the Water Works and Lighting Commission
Wednesday, April 14, 2021

There were present:

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

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

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 March 10, 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 March 10, 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. Sean Wall stated that he has been seeing several incident reports lately from throughout his region so he created a training called "Can I do this better". This training was designed to brainstorm safer ways of doing some of the things we do daily.

4.2 Line Superintendent's Report

This report was reviewed and March after-hour call-ins were discussed. Josh Elliott detailed the pole replacement project on County Road FF.

4.3 Water Department Operations Report

This report was reviewed and March water projects were discussed. Todd Weiler stated that the MCC panel replacement project has been completed and he is happy with the results that he has seen.

4.4 Customer Support Supervisor's Report

This report was reviewed and the large number of past due accounts were discussed. The PSC has agreed to allow utilities to disconnect for non-payment after April 15th when the winter moratorium normally ends. To prepare for this non-typical start and the overdue state of many accounts, the office staff has had multiple meetings to change our normal disconnection process.

4.5 Director of Finance's Report

This report was reviewed and the February financial statements and the solar buyback rate were discussed.

4.6 Information System's Administrator's Report

This report was reviewed and discussed. Matt Stormoen stated that the NISC server upgrade has been completed and he is now in the process of upgrading the email server and the Domain Controllers.

4.7 Conservation Manager's Report

This report was reviewed.

4.8 Director of Engineering & Electric Operations

This report was reviewed and discussed.

4.9 General Manager's Report

This report was reviewed and Jem Brown provided an update on the RICE project.

5. Review of accounts payables

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

6. Adjourn

A major thank you to Scott Kellogg for all his hard work and dedication as a valued member of our Commission and all of his hard work on the City Council.

There was a motion made by John Bergin, seconded by Rick Merdan, and carried to adjourn at 1:41 PM. No nay votes were recorded.

Respectfully submitted,

Rick Merdan, Secretary