

Regular Meeting of the Water Works and Lighting Commission
Wednesday, May 10, 2023

There were present:

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

Also in attendance: Roxanne Gronski, Matt Stormoen, Josh Elliott, Adam Breunig, Tyler Sneen, Jeff Kuhn, Lynn Schroer, and Sean Wall.

1. Call to Order

Chairman John Bergin called the meeting to order at 2:00 PM. Commissioner Jeff Penzkofer was excused from today's meeting.

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

2.1 Regular Commission Meeting held April 12, 2023

There was a motion made by John Harper, seconded by Jay Bemke, and carried to approve the minutes of the Regular Commission Meeting held on April 12, 2023, and to place them on file. There were no nay votes recorded.

2.1 Special Commission Meeting held April 19, 2023

There was a motion made by Rick Merdan, seconded by John Harper, and carried to approve the minutes of the Special Commission Meeting held on April 19, 2023, and to place them on file. There were no nay votes recorded.

3. Action items

3.1 Review and approve 2022 audit

Director of Finance, Jeff Kuhn introduced Amber Danielski from CliftonLarsonAllen LLP (CLA), to present the 2022 audit report. CLA provided an unmodified opinion (a clean audit report) again relating to the accuracy of WWLC's financial reports. After a lengthy discussion and all questions answered, there was a motion made by John Harper, seconded by Rick Merdan, and

carried to accept the 2022 Audit Report as presented by CliftonLarsonAllen LLP. No nay votes were recorded.

4.0 Department updates

4.1 Safety Committee Report

The commissioners reviewed the 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 April call-ins.

4.3 Water Department Operations Report

This report was reviewed and maintenance projects were discussed. Adam Breunig answered questions regarding the average life expectancy of a hydrant and our annual hydrant upgrade project.

4.4 Customer Support Supervisor's Report

This report was reviewed and discussed. Lynn Schroer answered questions regarding various payment options that are available for our customers.

4.5 Director of Finance's Report

This report was reviewed and discussed. Jeff Kuhn provided banking updates.

4.6 Information System's Administrator's Report

This report was reviewed and Matt Stormoen was available to answer questions regarding April projects.

4.7 Conservation Manager's Report

This report was reviewed and discussed.

4.8 Electrical Engineer's Report

This report was reviewed and discussed. Tyler Sneen answered questions regarding the recent issues with pump #7.

4.9 Director of Engineering & Electric Operations

This report was reviewed and Josh Elliott answered questions regarding the UFLSP (under frequency load shedding program).

4.10 General Manager's Report

This report was reviewed and discussed.

5. Review of accounts payables

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

6. Adjourn

There was a motion made by Rick Merdan, seconded by Jay Bemke, and carried to adjourn at 2:48 PM. There were no nay votes recorded.

Respectfully submitted,

Rick Merdan, Secretary