

Regular Meeting of the Water Works and Lighting Commission
Wednesday, June 8, 2022

There were present:

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

Also in attendance: Jem Brown, Roxanne Gronski, Todd Weiler, Jeff Kuhn, Josh Elliott, Dale Scheunemann, Lynn Schroer and Tyler Sneen.

1. Call to Order

Chairman Tom Nowak called the meeting to order at 1:00 PM. Commissioner Rick Merdan was excused from today's meeting.

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

2.1 Special Commission Meeting held April 7, 2022

There was a motion made by John Bergin, seconded by Jay Bemke, and carried to approve the minutes of the Special Commission Meeting held on April 7, 2022, and to place them on file. There were no nay votes recorded.

2.2 Regular Commission Meeting held May 10, 2022

There was a motion made by Jay Bemke, seconded by John Bergin, and carried to approve the minutes of the Regular Commission Meeting held on May 10, 2022, and to place them on file. There were no nay votes recorded.

3. Action items

There were no action items.

4.0 Department updates

4.1 Safety Committee Report

The commissioners reviewed the safety committee minutes and safety coordinator's monthly report.

4.2 Line Superintendent's Report

This report was reviewed and discussed. Josh Elliott answered questions regarding the number of trouble slips, work orders and call-ins for May.

4.3 Water Department Operations Report

This report was reviewed and May water projects were discussed.

4.4 Customer Support Supervisor's Report

This report was reviewed and current electric disconnections were discussed.

4.5 Director of Finance's Report

This report was reviewed and discussed. Jeff Kuhn answered questions regarding the recently implemented payee positive pay on the utility's account payable checks. This program verifies that every check that was written by WW&LC has not been altered in any way and is being presented as written. Material costs were also discussed due to the significant increase in prices. Some projects that we had planned to do this year have been put off because of this anticipated increase.

4.6 Information System's Administrator's Report

This report was reviewed and in Matt Stormoen's absence Todd Weiler answered questions regarding the installation of cameras at the water towers. Todd stated that cameras have already been installed at the substations and wellhouses and that this was done as a security measure.

4.7 Conservation Manager's Report

This report was reviewed and discussed.

4.8 Electrical Engineer's Report

This report was reviewed and Tyler Sneen detailed the annual system thermal scanning that was done by Van Ert Electric and detailed their findings.

4.9 Director of Engineering & Electric Operations

This report was reviewed and Todd Weiler updated the commission regarding the recent filter plant breaker trips and answered questions. Todd

stated that he feels that it would be a good idea to investigate the cost to build a new electrical room for the filter plant that would be pressurized and the sensitive equipment relocated to.

4.10 General Manager's Report

This report was reviewed and was discussed. Jem Brown answered questions regarding the termination of the MPU steam plant contract and term sheet for the GLU east power pool. Jem stated that he has a conference call on this tomorrow.

5. Review of accounts payables

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

6. Adjourn

There was a motion made by John Harper, seconded by John Bergin, and carried to adjourn at 1:35 PM. No nay votes were recorded.

Respectfully submitted,

John Bergin, Acting Secretary