

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

There were present:

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

Also in attendance: Jem Brown, Roxanne Gronski, Todd Weiler, Dale Scheunemann, Josh Elliott, Matt Stormoen, Jeff Kuhn, Shawn Reimer, Sean Wall.

1. Call to Order

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

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

2.1 Regular Commission Meeting held June 9, 2021

There was a motion made by John Bergin, seconded by Jay Bemke, and carried to approve the minutes of the Regular Commission Meeting held on June 9, 2021, and to place them on file. There were no nay votes recorded.

3. Action items

3.1 Discuss Options for Holding August Commission Meeting

General Manager Jem Brown stated that he, along with Jeff Kuhn and Todd Weiler, will be out of town attending the MEUW Annual Meeting. The commission discussed the option of cancelling the regular commission meeting and, as necessary, scheduling a special commission meeting based upon commissioner's availability. There was a motion made by John Bergin, seconded by John Harper, and carried to cancel the August regular commission meeting. There were no nay votes recorded.

4.0 Department updates

4.1 Safety Committee Report

The commissioners reviewed the safety coordinator's monthly report.

4.2 Line Superintendent's Report

This report was reviewed and June after-hour call-ins were discussed. Josh Elliott stated that he feels a lot of June's calls were due to the heat.

4.3 Water Department Operations Report

This report was reviewed and June water projects were discussed.

4.4 Customer Support Supervisor's Report

This report was reviewed and discussed. Lynn Schroer and Sara Oleson attended the Landlord Association Meeting in June. Lynn stated that they reviewed WW&LC's disconnection process and answered questions or concerns from area landlords. Lynn stated that the meeting went very well.

4.5 Director of Finance's Report

This report was reviewed and the financial statements/cash flow/investments reports were discussed at length.

4.6 Information System's Administrator's Report

This report was reviewed and cyber security project was discussed.

4.7 Conservation Manager's Report

This report was reviewed and was discussed. Shawn Reimer stated that the FOCUS on Energy kits that we have available in our lobby has been well received.

4.8 Director of Engineering & Electric Operations

This report was reviewed and the June 10th power outage was discussed. This outage affected 6,493 customers and lasted approximately 45 minutes. This outage was caused by a large bird which made contact with the power lines just behind Aldii's.

4.9 General Manager's Report

This report was reviewed and discussed. Jem stated that in June several WW&LC employees were given a thorough tour of the new Matalco plant. This tour was very interesting and provided a meeting to address questions. Jem also stated that he and Jeff Kuhn have been working with Boardman Law Firm to revise and update the WW&LC pole attachment agreement.

5. Review of accounts payables

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

6. Adjourn

There was a motion made by John Bergin, seconded by John Harper, and carried to adjourn at 1:33 PM. No nay votes were recorded.

Respectfully submitted,

Rick Merdan, Secretary