

Regular Meeting of the Water Works and Lighting Commission  
Wednesday, August 9, 2023

**There were present:**

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

Also in attendance: Roxanne Gronski, Jeff Kuhn, Adam Breunig, Todd Weiler, Lynn Schroer, Tyler Sneen, and Sean Wall.

**1. Call to Order**

Chairman John Bergin called the meeting to order at 1:00 PM. Jem Brown was absent from today's meeting.

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

**2.1 Regular Commission Meeting held July 12, 2023**

There was a motion made by John Harper, seconded by Rick Merdan, and carried to approve the minutes of the Regular Commission Meeting held on July 12, 2023, 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 and discussed the safety coordinator's monthly report. Sean Wall stated that the site inspections are going well. Sean also answered questions regarding the MEUW mutual aid resource guide that he just completed.

**4.2 Line Superintendent's Report**

This report was reviewed and discussed. It was noted that we had higher than

normal call-ins during the month of July. Todd Weiler stated that July is quite often higher due to storms and high temperatures.

#### **4.3 Water Department Operations Report**

This report was reviewed and Adam Breunig answered questions regarding July maintenance water projects and calls.

#### **4.4 Customer Support Supervisor's Report**

This report was reviewed and Lynn Schroer answered questions regarding July collection data.

#### **4.5 Director of Finance's Report**

This report was reviewed and the electric rate case and hearing that was held on July 18<sup>th</sup> was discussed. Jeff stated that he is hopeful to receive the final decision in August. The continued rising cost of materials and production/delivery times was discussed.

#### **4.6 Information System's Administrator's Report**

This report was reviewed and discussed. Todd Weiler answered questions regarding cyber security.

#### **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 stated that he has recently been working with Marshfield Utilities to help with issues they are having with their GLU revenue meters.

#### **4.9 Director of Engineering & Electric Operations**

This report was reviewed and discussed. Todd Weiler answered questions regarding the recently completed Arc Flash Study and stated that he is currently working on the APPA RP3 application.

#### **4.10 General Manager's Report**

This report was reviewed and the electric rate case hearing that was held on July 18<sup>th</sup> was discussed.

#### **5. Review of accounts payables**

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

#### **6. Adjourn**

There was a motion made by Jay Bemke, seconded by Jeff Penzkover, and carried to adjourn at 1:20 PM. There were no nay votes recorded.

Respectfully submitted,

Rick Merdan, Secretary