

Regular Meeting of the Water Works and Lighting Commission
Wednesday, August 14, 2024

There were present:

Commissioner John Bergin
Commissioner Kevin Fangman
Commissioner John Harper
Commissioner Rick Merdan
Commissioner Jeff Penzkover

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

1. Call to Order

Chairperson John Bergin called the meeting to order at 2:00 PM.

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

2.1 Regular Commission Meeting held July 17, 2024

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 17, 2024, and to place them on file. No nay votes were recorded.

2.2 Special Commission Meeting held July 25, 2024

There was a motion made by Kevin Fangman, seconded by Rick Merdan, and carried to approve the minutes of the Special Commission Meeting held on July 25, 2024, and to place them on file. No nay votes were recorded.

3. Action items

3.1 Appoint designated representative and alternate for Great Lakes Utilities

John Bergin explained that Great Lakes Utilities (GLU) was formed in 2000 under Wisconsin Statutes Section 66.0825 for the purpose of obtaining low cost and reliable electric power for its members. Wisconsin Rapids Water Works and Lighting Commission is a member of GLU and therefore has voting rights within the organization. This is especially important as GLU long-term power contracts will be coming due in 2028 and 2029 and will need to be renegotiated.

After discussion, there was a motion made by John Harper, seconded by Rick Merdan, and carried to name Jeff Kuhn as WW&LC's primary representative and Todd Weiler as alternate representative and to ask the Wisconsin Rapids City Clerk to formally notify GLU of this change. No nay votes were recorded.

4.0 Department updates

4.1 Safety Committee Report

The commissioners reviewed the Safety Coordinator's report and questioned Sean Wall on the procedures that are in place for our SDS/chemical management.

4.2 Line Superintendent's Report

This report was reviewed. The July call-ins and the recently completed Lincoln Street project were discussed.

4.3 Water Department Operations Report

This report was reviewed and July water projects were discussed. Adam explained how the well elevations are measured and answered questions regarding trouble calls.

4.4 Customer Support Supervisor's Report

This report was reviewed and Lynn Schroer answered questions regarding payment options available to customers for well inspection costs.

4.5 Director of Finance's Report

This report was reviewed and the possibility of implementing a fleet card system for gasoline purchases was discussed. Jeff stated that we are starting to plan for the Public Power Week open house, which is scheduled for Thursday, October 10th. Jeff also stated that we have begun the 2025 budget process and that a draft capital and operational budget will be available for review later in September.

4.6 Information System's Administrator's Report

This report was reviewed and the July wireless access point replacement project was discussed.

4.7 Conservation Manager's Report

This report was reviewed and Shawn answered questions regarding the scheduled outage that WW&LC performed for one of our industrial customers so they could have repairs made to their electrical system.

4.8 Electrical Engineer's Report

This report was reviewed and Tyler answered questions regarding the reasons for replacing the filter plant effluent meters and also highlighted a meeting with the SmartSights support tech who handles our Win911 service. This is a software package our SCADA system uses to email employees when a SCADA alarm occurs.

4.9 Director of Engineering & Electric Operations

This report was reviewed and Todd Weiler answered questions regarding the library solar array and a request from the Mayor for WW&LC to assist with the lighting project for the underside of the two downtown bridges.

4.10 General Manager's Report

With the recent unexpected passing of General Manager Jem Brown, Todd Weiler asked to read a tribute highlighting his 16-year career here at WW&LC.

5. Review of accounts payables

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

6. Adjourn

There was a motion made by Rick Merdan, seconded by Kevin Fangman, and carried to adjourn at 2:40 PM. No nay votes were recorded.

Respectfully submitted,

Rick Merdan, Secretary