

Regular Meeting of the Water Works and Lighting Commission
Wednesday, September 8, 2021

There were present:

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

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

1. Call to Order

Chairman Tom Nowak called the meeting to order at 1:00 PM.

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

2.1 Regular Commission Meeting held July 14, 2021

There was a motion made by Rick Merdan, seconded by John Bergin, and carried to approve the minutes of the Regular Commission Meeting held on July 14, 2021, and to place them on file. There were no nay votes recorded.

2.2 Special Commission Meeting held August 20, 2021

There was a motion made by John Bergin, seconded by Rick Merdan, and carried to approve the minutes of the Special Commission Meeting held on August 20, 2021, 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 coordinator's monthly report. Safety training will resume in September with Fall Protection.

4.2 Line Superintendent's Report

This report was reviewed and July and August after-hour call-ins were discussed. Josh Elliott stated that WW&LC responded to a mutual aid request from Eagle River after high winds and severe storms hit their area in July.

4.3 Water Department Operations Report

This report was reviewed and July/August water projects were discussed. Dale Scheunemann was asked to explain the process that the contractors used to clean Well 5 to help improve the water flow.

4.4 Customer Support Supervisor's Report

This report was reviewed and discussed. Lynn Schroer explained that there are fewer payment arrangements being made as a result of the number of people who have already set up payment arrangements.

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 our cyber security/offsite storage project with RMM Solutions was discussed.

4.7 Conservation Manager's Report

This report was reviewed and was discussed. Shawn Reimer stated that this year Focus on Energy partnered with WW&LC to administer a customer outreach program and to schedule meetings with industrial/commercial customers searching for program incentives.

4.8 Director of Engineering & Electric Operations

This report was reviewed and discussed. Todd Weiler stated that in July our substation battery banks were inspected and tested as part of our yearly maintenance schedule.

4.9 General Manager's Report

This report was reviewed and the need to reline our raw water main was discussed. Jem Brown stated that it is too costly to reline WW&LC's raw water mains and to complete the City's water main replacement in the same year. Therefore, Jem stated that WW&LC staff has met with a contingent from City Hall in late August to discuss this issue and hopefully come to an agreement.

5. Review of accounts payables

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

6. Adjourn

There was a motion made by Jay Bemke, seconded by Rick Merdan, and carried to adjourn at 1:33 PM. No nay votes were recorded.

Respectfully submitted,

Rick Merdan, Secretary