

Regular Meeting of the Water Works and Lighting Commission  
Wednesday, September 9, 2020

**There were present:**

Commissioner Scott Kellogg  
Commissioner Tom Nowak  
Commissioner Rick Merdan by audio conference

Also in attendance: Jem Brown, Roxanne Gronski, Todd Weiler, Dale Scheunemann, and Jeff Kuhn. In attendance via audio conference: Matt Stormoen, Josh Elliott, Shawn Reimer, Lynn Schroer and Sean Wall.

**1. Call to Order**

Chairman Tom Nowak called the meeting to order at 1:00 PM. Commissioners John Harper and John Bergin were excused from today's meeting.

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

**2.1 Regular Commission Meeting held August 12, 2020**

There was a motion made by Rick Merdan, seconded by Scott Kellogg, and carried to approve the minutes of the Regular Commission Meeting held August 12, 2020 and to place them on file. There were no nay votes recorded.

**3. Action items**

There were no action items.

**4. Department Updates**

**4.1 Safety Committee Report**

The safety committee report was reviewed. MEUW safety coordinator Sean Wall explained the Lock Out Tag Out (LOTO) program and the upcoming Confined Space Entry training that will take place in September.

**4.2 Line Superintendent's Report**

This report was reviewed and weather-related outages were discussed.

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

This report was reviewed and August water projects were discussed.

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

This report was reviewed and the recent decision by the Public Service Commission (PSC) to continue the moratorium on utility residential customer disconnects was discussed.

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

This report was reviewed and the recently received FEMA payment was discussed. Jeff Kuhn also stated that a hearing on the electric rate case was completed in August and that we should receive the final decision in September, which would allow the rates to be effective as of October 1.

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

This report was reviewed and the converting of transformer information into the NISC software platform was discussed.

### **4.7 Conservation Manager's Report**

This report was reviewed and discussed.

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

This report was reviewed and the APPA RP3 application was discussed. This application addresses numerous topics including reliability, safety, development, and improvement for our utility. WW&LC has applied and received this award since 2011.

### **4.9 General Manager's Report**

This report was reviewed and the recent MEUW Board meeting was discussed. Jem stated that the Board discussed a draft budget for 2021 which included an increase in membership dues.

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

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

**6. Adjourn**

There was a motion made by Scott Kellogg, seconded by Rick Merdan, and carried to adjourn at 1:40 PM. No nay votes were recorded.

Respectfully submitted,

Rick Merdan, Secretary