

Regular Meeting of the Water Works and Lighting Commission
Wednesday, September 11, 2019

There were present:

Commissioner Joe Kozicki
Commissioner Rick Merdan
Commissioner Tom Nowak

Also in attendance: Jem Brown, Todd Weiler, Roxanne Gronski, Jeff Kuhn, Lynn Schroer, Dale Scheunemann, Matt Stormoen, Josh Elliott, Shawn Reimer, Tyler Sneen, MEUW Safety Coordinator Sean Wall, and City Council Observer Scott Kellogg and Thomas Rayome.

1. Call to Order

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

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

2.1 Special Commission Meeting held August 14, 2019

There was a motion made by Joe Kozicki, seconded by Rick Merdan, and carried to approve the minutes of the Special Commission Meeting held August 14, 2019 and to place them on file. No nay votes were recorded

2.2 Regular Commission Meeting held August 14, 2019

There was a motion made by Rick Merdan, seconded by Joe Kozicki, and carried to approve the minutes of the Regular Commission Meeting held August 14, 2019 and to place them on file. No nay votes were recorded

3. Action items

3.1 Training Request – Rockwell Automation Fair

The Rockwell Automation Fair is being held November 20-21 in Chicago, Illinois. Todd Weiler stated that he feels this would be an excellent opportunity for our Electrical Engineer, Tyler Sneen. WW&LC uses automation equipment on a daily basis for SCADA notifications, regulation of water flow in the filter plant, and PLC programs running in the substations.

There was a motion made by Rick Merdan, seconded by Joe Kozicki, and carried to approve the training request and allow Electrical Engineer Tyler Sneen to attend the Rockwell Automation Fair. No nay votes were recorded.

3.2 Request for Reallocation of Budget Funds

Dale Scheunemann explained that during the winter months WW&LC asks some residents to run a continuous small stream of water to help prevent their water service from freezing. Because Riverwood Lane is a dead-end street, this is an area that we have in the past requested this of. Several of the homes are unoccupied during the winter months with residents choosing warmer climates and who are reluctant to leave the water run while they are away. Due to the increased difficulty in trying to get residents to run water during the winter we would like to install an auto flusher like we have on 21st Place. The cost would be \$6000 for Strand Engineering for engineering and DNR permits, \$4000 for the auto flusher, and \$5000 for our crews to install, for a total cost of \$15,000.

Dale stated that we have funds in the budget for well 5 rehabilitation which we will not be using this year and is requesting approval to reallocate a portion of these funds to solve the issue on Riverwood Lane.

After a lengthy discussion and all questions answered, there was a motion made by Joe Kozicki, seconded by Rick Merdan, and carried to approve the reallocation of funds in the 2019 budget as requested. No nay votes were recorded.

3.3 Training Request – APPA Customer Connections Conference

Lynn Schroer is requesting approval to attend the annual APPA Customer Connections Conference in New Orleans. After discussion and all questions answered there was a motion made by Rick Merdan, seconded by Joe Kozicki, and carried to approve this request. No nay votes were recorded.

4. Department Updates

4.1 Safety Committee Report

This report was reviewed. The Respirator Protection Program and recent respirator exam and fit testing was discussed.

4.2 Line Superintendent's Report

This report was reviewed and August projects and outages were discussed.

4.3 Water Department Operations Report

This report was reviewed and August's water projects were discussed.

4.4 Customer Support Supervisor's Report

This report was reviewed and the new water rates which go into effect September 1, 2019 was discussed.

4.5 Director of Finance's Report

This report was reviewed and discussed. Jeff Kuhn answered questions regarding the outcome of the water rate case and his discussions with the insurance adjustor regarding the July 20th storm.

4.6 Information Systems Administrator's Report

This report was reviewed and the cellular modems for the AMI communication project were discussed.

4.7 Conservation Manager's Report

This report was reviewed and discussed. We recently received a request from Riverview Hospital to monitor their incoming voltage. Shawn Reimer requested that the meter department install a PMI voltage recorder to the service entrance. All voltage graph information was sent over and discussed with their maintenance manager. This information supported that the incoming voltages are well within our required voltage standards.

Shawn also stated that this year's Open House celebrating Public Power Week will be held Thursday, October 10th from 3PM until 7PM. As in the past it will feature displays, tours, bucket truck rides, giveaways and food will be available.

4.8 Director of Engineering & Electric Operations

This report was reviewed and discussed. Todd Weiler stated that Matalco has broken ground and the project is going well. Todd also stated that engineering continues on the Coyne Substation and that the Baker Substation project is scheduled for completion the spring of 2021.

4.9 General Manager's Report

This report was reviewed and discussed. Jem stated that he attended several meetings in August. One of these meetings was a GLU Board of Directors which included two presentations from potential solar providers and a review of the results of the Leidos long range power supply planning study.

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 Joe Kozicki, seconded by Rick Merdan, and carried to adjourn at 1:32 PM. No nay votes were recorded.

Respectfully submitted,

Rick Merdan, Secretary