

Regular Meeting of the Water Works and Lighting Commission
Wednesday, September 11, 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, Josh Plawman, 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 August 14, 2024

There was a motion made by Rick Merdan, seconded by John Harper, and carried to approve the minutes of the Regular Commission Meeting held on August 14, 2024, and to place them on file. No nay votes were 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 report and Sean Wall answered questions regarding the review process for written safety programs and training.

4.2 Line Superintendent's Report

This report was reviewed. The July call-ins and pole replacements were discussed.

4.3 Water Department Operations Report

This report was reviewed. Adam Breunig is out of town at a conference and in his absence, Josh Plawman answered questions regarding the August 2024 quarterly testing of disinfection byproducts that was recently completed.

4.4 Customer Support Supervisor's Report

This report was reviewed and Lynn Schroer answered questions regarding recent disconnection/reconnection activity and the policy WW&LC follows regarding heat advisories.

4.5 Director of Finance's Report

This report was reviewed and Jeff Kuhn answered questions regarding the water tower/cell phone attachment agreements. Jeff also explained the process that was used to determine the best gas fleet card program for our utility. Kwik Trip program fits our needs the best with multiple locations and is linked to a national card program that will benefit our crews when responding to mutual aid out of the area/state.

4.6 Information System's Administrator's Report

This report was reviewed and Matt Stormoen answered questions regarding the wireless access point replacement and data backup hardware replacement projects that he has been working on.

4.7 Conservation Manager's Report

This report was reviewed and Shawn Reimer answered questions regarding the upcoming open house. This open house is scheduled for October 10, 2024, from 2PM – 5PM. This year's event will again feature activities such as bucket truck rides and pole climbing demonstrations along with new offerings such as face painting and raffle drawings.

4.8 Electrical Engineer's Report

This report was reviewed. Tyler Sneen answered questions regarding recent issues he found while completing a routine substation check. These issues involved

a 3000-gallon tank that was being stored there by EPS until the needed repair parts for the transformer reconditioning project arrived.

4.9 Director of Engineering & Electric Operations

This report was reviewed. Todd Weiler answered questions regarding the annual meeting with GDS Associated, Inc. that he recently attended. Todd explained that under NERC Reliability Standard EOP-011-4 WW&LC will be required to submit an Emergency Operations Load Shedding Plan which he hopes to have completed by December.

4.10 Interim General Manager's Report

This report was reviewed and discussed. Jeff Kuhn stated that the GLU annual meeting will be held Thursday, October 10th in LaCrosse and if any commissioners would like to attend to let us know.

5. Review of accounts payables

A listing of all invoices and checks covering August 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 2:33 PM. No nay votes were recorded.

Respectfully submitted,

Rick Merdan, Secretary