

Regular Meeting of the Water Works and Lighting Commission
Wednesday, September 13, 2023

There were present:

Commissioner Jay Bemke
Commissioner John Bergin
Commissioner John Harper
Commissioner Rick Merdan
Commissioner Jeff Penzkover

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

1. Call to Order

Chairman 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 Special Commission Meeting held August 9, 2023

There was a motion made by Jay Bemke, seconded by Rick Merdan, and carried to approve the minutes of the Special Commission Meeting held on August 9, 2023, and to place them on file. There were no nay votes recorded.

2.2 Regular Commission Meeting held August 9, 2023

There was a motion made by Jay Bemke, seconded by Rick Merdan, and carried to approve the minutes of the Regular Commission Meeting held on August 9, 2023, and to place them on file. There were no nay votes recorded.

3. Action items

3.1 Baker Substation Distribution Transformer

Todd Weiler stated that the Baker Substation currently only has one functional distribution transformer. The utility had planned on purchasing a new (second) transformer in 2024 and budgeted money to have this installed in 2025.

With the current inflated costs of supplies and the extended delivery time (3 years) this has made purchasing a new transformer unpractical.

During recent discussion with CWPCo, they are willing to sell to WW&LC a spare transformer that they have. Before purchasing this transformer Todd stated that he would have further testing done to confirm that this transformer is in good working order. Todd is requesting that the commission approve \$244,750 (\$240,000 for the transformer and \$4,750 for the testing).

After a lengthy discussion and all questions answered, there was a motion made by Rick Merdan, seconded by Jeff Penzkover, and carried to approve \$244,750 which covers the cost of the transformer and testing. No nay votes were recorded.

4.0 Department updates

4.1 Safety Committee Report

The commissioners reviewed and discussed the Safety Committee meeting minutes and the safety coordinator's monthly report.

4.2 Line Superintendent's Report

This report was reviewed and August call-ins and projects were discussed.

4.3 Water Department Operations Report

This report was reviewed and August maintenance water projects were discussed.

4.4 Customer Support Supervisor's Report

This report was reviewed and Lynn Schroer answered questions regarding collection efforts.

4.5 Director of Finance's Report

This report was reviewed and August financial statements were discussed. Jeff Kuhn stated that the electric rates were finalized in August and will be effective September 1st.

4.6 Information System's Administrator's Report

This report was reviewed and discussed. Matt Stormoen was asked to explain what a Zero Trust environment is regarding cyber security.

4.7 Conservation Manager's Report

This report was reviewed and WW&LC conservation efforts were discussed.

4.8 Electrical Engineer's Report

This report was reviewed and the results of our annual battery testing of our substation backup battery banks was discussed.

4.9 Director of Engineering & Electric Operations

This report was reviewed and discussed. Todd Weiler stated that he attended the American Transmission Company (ATC) annual meeting. This meeting covers a variety of subjects from cyber security, to reliability statistics, and of most interest, long-term project considerations.

4.10 General Manager's Report

This report was reviewed and a recent GLU board meeting which included solar buyback rates was discussed.

5. Review of accounts payables

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

6. Adjourn

There was a motion made by Rick Merdan, seconded by Jeff Penzkover, and carried to adjourn at 2:35 PM. There were no nay votes recorded.

Respectfully submitted,

Rick Merdan, Secretary