

Regular Meeting of the Water Works and Lighting Commission  
Wednesday, September 14, 2022

**There were present:**

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

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

**1. Call to Order**

Chairman Tom Nowak 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 10, 2022**

There was a motion made by John Bergin, seconded by Jay Bemke, and carried to approve the minutes of the Regular Commission Meeting held on August 10, 2022, and to place them on file. There were no nay votes recorded.

**2.2 Regular Commission Meeting held August 10, 2022**

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 10, 2022, and to place them on file. There were no nay votes recorded.

**3. Action items**

**3.1 2022 Audit Services**

Director of Finance Jeff Kuhn stated that a request for proposals was sent out for audit services for 2022-2024, along with additional pricing for 2025 and 2026. We only received bids from two firms, KerberRose and CliftonLarsonAllen.

Based on a combination of the information received Jeff is recommending awarding the audit service RFP to CliftonLarsonAllen.

After a lengthy discussion and all questions answered, and based upon recommendation, there was a motion made by Rick Merdan, seconded by Jay Bemke, and carried to award the audit services to CliftonLarsonAllen. No nay votes were recorded.

#### **4.0 Department updates**

#### **4.1 Safety Committee Report**

The commissioners reviewed the August safety committee meeting minutes and the safety coordinator's monthly report.

#### **4.2 Line Superintendent's Report**

This report was reviewed and discussed. Josh Elliott answered questions regarding the number of trouble slips, work orders and call-ins for August. Most outages were due to squirrels.

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

This report was reviewed and discussed. August water projects and the unusual number of water main breaks was also discussed.

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

This report was reviewed and current electric disconnections were discussed.

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

This report was reviewed and the financial statements were discussed.

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

This report was reviewed and discussed.

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

This report was reviewed and discussed. The National Theater for Children is once again performing in the Wisconsin Rapids community. This year's production titled "Energy Endgame" will promote and inspire students K thru 5<sup>th</sup> grade the important message of energy conservation and safety practices.

#### **4.8 Electrical Engineer's Report**

This report was reviewed and discussed. Tyler Sneen will be attending the Rockwell Automation Fair/Expo in Chicago. This is a great opportunity for engineers to learn about what's new in the industry of automation.

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

This report was reviewed and wind and solar installations were discussed.

#### **4.10 General Manager's Report**

This report was reviewed. Jem stated that the PSC of Wisconsin has opened a proceeding on Wisconsin's 3<sup>rd</sup> party solar financing and answered questions.

#### **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 John Bergin, seconded by Rick Merdan, and carried to adjourn at 2:33 PM. No nay votes were recorded.

Respectfully submitted,

Rick Merdan, Secretary