

Regular Meeting of the Water Works and Lighting Commission
Wednesday, November 9, 2022

There were present:

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

Also in attendance: Roxanne Gronski, Jeff Kuhn, Todd Weiler, Josh Elliott, Dale Scheunemann, Adam Breunig, Shawn Reimer, Matt Stormoen, Tyler Sneen, and Sean Wall.

1. Call to Order

Acting Chairman Rick Merdan called the meeting to order at 2:00 PM. Commissioner John Bergin and General Manager Jem Brown were excused from today's meeting.

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

2.1 Regular Commission Meeting held October 12, 2022

There was a motion made by Jay Bemke, seconded by Jeff Penzkover, and carried to approve the minutes of the Regular Commission Meeting held on October 12, 2022, and to place them on file. There were no nay votes recorded.

3. Action items

3.1 There were no action items.

4.0 Department updates

4.1 Safety Committee Report

The commissioners reviewed the October safety committee report 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 October.

4.3 Water Department Operations Report

This report was reviewed; October water projects and the completion of the raw water main lining project was 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. Jeff answered questions regarding the 2022 landscape and snow removal RFP that was sent. A new contract was issued and will begin December 1st so there will be no gap in services from our previous provider.

4.6 Information System's Administrator's Report

This report was reviewed and the cameras that were installed at the water towers were discussed. This was done for security and the ability to watch the tower gates.

4.7 Conservation Manager's Report

This report was reviewed and discussed. Shawn Reimer detailed an energy evaluation that he along with an Energy Advisor from Focus on Energy did at a local assisted living facility. Several recommendations were made to help them to lower their energy consumption.

4.8 Electrical Engineer's Report

This report was reviewed and discussed. Tyler Sneen answered questions regarding the voltage regulator testing and maintenance that was just completed.

4.9 Director of Engineering & Electric Operations

This report was reviewed and discussed. Rick Merdan suggested that Todd Weiler give the commissioners a tour of our substations to see all of the changes that have been made.

4.10 General Manager's Report

This report was reviewed and discussed.

5. Review of accounts payables

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

6. Adjourn

There was a motion made by Jay Bemke, seconded by Jeff Penzkofer, and carried to adjourn at 2:17 PM. No nay votes were recorded.

Respectfully submitted,

John Harper, Acting Secretary