

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

There were present:

Commissioner John Harper
Commissioner Scott Kellogg
Commissioner Rick Merdan
Commissioner Tom Nowak

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

1. Call to Order

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

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

2.1 Special Commission Meeting held November 13, 2019

There was a motion made by John Harper, seconded by Rick Merdan, and carried to approve the minutes of the Special Commission Meeting held November 13, 2019 and to place them on file. There were no nay votes recorded.

2.2 Regular Commission Meeting held November 13, 2019

There was a motion made by Rick Merdan, seconded by Scott Kellogg, and carried to approve the minutes of the Regular Commission Meeting held November 13, 2019 and to place them on file. There were no nay votes recorded.

3. Action items

3.1 Change the date of the January 2020 commission meeting

Jem stated that January's commission meeting date is January 8th. With the holidays and month-end and year-end workloads it is possible that the packet would not be available until Monday, January 6th. If the commissioners felt that this would not be enough time to review the packet, we could change the date of the meeting. After discussion it was decided that the date of the January monthly commission meeting will not be changed and will stay as January 8th.

4. Department Updates

4.1 Safety Committee Report

This report was reviewed and the Lockout/Tagout program was discussed.

4.2 Line Superintendent's Report

This report was reviewed and November projects were discussed. Josh Elliott stated that we just completed July storm restoration.

4.3 Water Department Operations Report

This report was reviewed and November water projects were discussed.

4.4 Customer Support Supervisor's Report

This report was reviewed and discussed. WW&LC posted four messages on Facebook which generated 5,325 views and four messages were posted on Twitter generating 4,406 impressions. Scott Kellogg stated that this is a great way to communicate with the community and our customers.

4.5 Director of Finance's Report

This report was reviewed and November's financial reports were discussed. Jeff Kuhn gave a FEMA July 20th storm damage funding reimbursement process update.

4.6 Information System's Administrator's Report

This report was reviewed and the AMI communication upgrade was discussed.

4.7 Conservation Manager's Report

This report was reviewed and the WW&LC scholarship program was discussed.

4.8 Director of Engineering & Electric Operations

This report was reviewed and discussed. Todd Weiler stated that work is progressing on the new substation and feeder for the Matalco Aluminum Plant.

4.9 General Manager's Report

This report was reviewed and the APPA Public Power Forward Summit was discussed. Jem Brown stated that this summit has been held for the past 5 years and that this is the first year that he has attended. Jem stated that there were good presentations delivered on fiber, technology, AMI data analytics and electric vehicles.

5. Review of accounts payables

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

6. Adjourn

There was a motion made by Rick Merdan, seconded by Scott Kellogg, and carried to adjourn at 1:30 PM. No nay votes were recorded.

Respectfully submitted,

Rick Merdan, Secretary