

**Utility Commission Meeting**  
**Monday, May 1, 2023**  
**6:00 PM at Utility Office Building**

Members Present: Ross Canniff, Dick Evans, Dave Gratton, Bart Coons, Alex Smudde, Nick Gahlman, and Mayor Wegener

Members Absent: Robert Affeld

Also Present: Laurie Runyan, Matt Castillo

The meeting was called to order at 6:00 PM and roll call was taken. Motion by Evans/Coons to approve the agenda. Motion carried 4-0.

Motion by Coons/Evans to approve the minutes from the previous meetings. Motion carried 4-0.

**I. Public Appearances/Comments:**

**I. Matt Castillo of MSA.**

- a. WWTP construction update. Contractor excavated oxidation ditch even though they were told to wait because of rain coming, now it is saturated and needs to be dug 1 ft deeper and stone added. They may submit a change order, but we should not be responsible for paying it. The MSA construction manager is submitting weekly reports; a copy of these will be kept in a binder in the conference room.
- b. Discuss and possibly approve changing gas supply at WWTP from LP to NG. This was discussed in length with Staab, their estimated increase in cost is under \$10k. Alex sent an application to Alliant Energy, rough estimate to bring service to building is \$85k-\$125k. The Commission requested obtaining a solid quote from Alliant and Staab and calculate the projected gas savings to discuss and vote on at the next meeting.

**II. Monthly Business:**

- A. Approve Vouchers and Checks. Motion by Coons/Gratton to approve payment of WPPI Invoice for \$249,668.04 and checks of \$130,727.10. Motion carried 4-0.
- B. Review Prior Month Income Statement.
- C. Council Acts Affecting Utility. Resolution 4-2023 – Appointments to Committees. The Commission welcomes Dave Gratton, replacing Cheryl Braun.
- D. Consumption Loss.
- E. Review Totals of Delinquent Customers. Had 34 Disconnects in April. One customer submitted a medical emergency form which extends disconnection for 21 days.

**III. Report of Officials:**

**A. Utility Accountant.**

- a. Review and discuss scholarship applications and select winners. Motion by Evans/Gratton to select applicants #1 and #3 to receive \$1,000 scholarship each. Motion carried 4-0

**B. Electric Superintendent**

1. Projects Update. Took down poles and overheads on E Oak St by dead-end. Had a new service request on Depot St for a duplex. Leveled handholes around town; Nick K is helping DPW with storm drains; doing overhead inspections and replacing hardware; spending a lot of time doing locates. Staab will be using gun range building during WWTP construction, electric will be put into their name. Working on landscaping affected by winter weather; Sunset View project is now starting mid to end of July. Attended WPPI Board of Director's meeting with Mac last Thursday, one speaker provided supply chain updates- prices are high, lead-times are long, and that is anticipated to continue.

2. Discuss and possibly approve transformer purchase budget for 2024. Typically, our transformer budget was \$50,000/yr, with prices now it will be \$120k. We have \$120,555 of transformers to order now to be able to get them next year. Motion by Coons/Evans to approve placing order with the understanding that the 2024 budget will include cost increase. Motion carried 4-0.
3. Discuss and possibly approve purchase of (3) Schweitzer reclosers for Industrial substation. Discussed at the last meeting, the total cost of \$18,338.31 includes a lifetime warranty. Motion by Evans/Gratton to approve purchase of reclosers. Motion carried 4-0.
4. Discuss and possibly approve to start summer hours of 6:30a to 4:00p on May 15<sup>th</sup>. Motion by Coons/Evans to approve summer hours. Motion carried 4-0.

C. Water/Wastewater Superintendent

1. Projects Update. WWTP project has begun construction, having a safety issue with police officers coming to use gun range, put up a snow fence around range area to keep it contained and posted a warning sign. Xylem installed the pump at lift station 4, it is using about 30% less power than the old one. Northern Pipe repaired four manhole leaks and rebuilt 4 chimneys. We started repairing water valve boxes, and need to complete about ten more before the paving project begins. Jason Lowe from MSA requested televising records for E Oak for CDBG loan purposes, we had the City of Beaver Dam clean those sewers so the televising could be done. Peggy was one course short to qualify for her advanced certification, so she is taking a class and exam this month. Had wet wells cleaned last month. Completed a number of phone interviews for operator position, narrowed it down to 3 candidates and interviewed those 3 in person, should have a decision by end of this week.

President: absent

Mayoral Comments: none

Old Business: The Mayor asked Alex about E Oak St, he has checked the manholes and water valves and repairs will be about \$5,000.

New Business: none

Motion by Coons/Evans to adjourn meeting at 7:30 pm. Motion carried 4-0.