

# **DRAFT STOUGHTON UTILITIES COMMITTEE REGULAR MEETING MINUTES**

**Monday, April 14, 2014 – 5:12 p.m.**

**Edmund T. Malinowski Board Room**

**Stoughton Utilities Administration Office**

**600 S. Fourth St.**

**Stoughton, Wisconsin**

**Members Present:** Citizen Member David Erdman, Alderperson Paul Lawrence, Mayor Donna Olson, Citizen Member Alan Staats, and Alderperson Elvin (Sonny) Swangstu.

**Excused:** Alderperson Eric Hohol.

**Absent:** Citizen Member Jonathan Hajny.

**Others Present:** Alderperson Ron Christianson and Stoughton Utilities Director Robert Kardasz, P.E.

**Call To Order:** Mayor Donna Olson called the regular Stoughton Utilities Committee Meeting to order at 5:12 p.m.

**Stoughton Utilities Committee Consent Agenda:** Stoughton Utilities Director Robert Kardasz presented and discussed the Stoughton Utilities Committee Meeting Consent Agenda items. Discussion Followed. Robert Kardasz described the recent American Public Power Association Diamond RP3 Award presented to Stoughton Utilities as one of only 29 utilities recognized nationally. Discussion followed. Motion by Alderperson Paul Lawrence, the motion seconded by Citizen Member David Erdman, to approve the following consent agenda items as presented: Stoughton Utilities Payments Due List, Draft Minutes of the March 17, 2014 Regular Stoughton Utilities Committee Meeting, Stoughton Utilities February 2014 Financial Summary, Stoughton Utilities February 2014 Statistical Information, Stoughton Utilities Communications, Stoughton Utilities Committee Annual Calendar, and the Stoughton Utilities March 2014 Activities Reports. The motion carried unanimously.

**Status Of The Stoughton Utilities Committee Recommendation(s) To The Stoughton Common Council:** Stoughton Utilities Director Robert Kardasz presented and discussed that the following items from the Stoughton Utilities Committee were approved and placed on file by the Stoughton Common Council:

- Stoughton Utilities Payments Due List.
- Stoughton Utilities Committee February 17, 2014 Regular Meeting Minutes.
- Stoughton Utilities January 2014 Financial Summaries.
- Stoughton Utilities January 2014 Statistical Worksheet.
- Stoughton Utilities Bad Debt Write-Offs through December 31, 2013.

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- Stoughton Utilities 2013 Audit Report and Management Letter.
- Stoughton Utilities Proposed Electric and Water Tax Stabilization Dividends.

## **Stoughton Utilities Proposed Metering Lead Lineman Classification:**

Stoughton Utilities Director presented and discussed the proposed reclassification of Journeyman Lineman Bryce Sime to Lead Lineman status. Discussion followed. Motion by Alderperson Paul Lawrence, the motion seconded by Alderperson Elvin (Sonny) Swangstu, to approve the reclassification of Journeyman Lineman Bryce Sime to the position of Lead Lineman at an hourly compensation of \$35.20, effective upon his graduation from the three-year Metering Technician Indenture ship on June 6, 2014. The motion carried unanimously.

## **Stoughton Utilities Proposed Emergency Response Requirements:**

Stoughton Utilities Robert Kardasz presented and discussed the proposed Stoughton Utilities emergency response requirements. Discussion followed. Motion by Alderperson Paul Lawrence, the motion seconded by Citizen Member David Erdman, to approve the Stoughton Utilities employee response requirement of 20 miles from the City Limits of Stoughton. The motion carried unanimously.

## **Stoughton Utilities Participation In The Yahara Wins Pilot Projects:**

Stoughton Utilities Director Robert Kardasz presented and discussed the Stoughton Utilities participation in the Yahara Wins Pilot Project. Discussion followed.

## **Environmental Fee Assessment For The Stoughton Utilities Wastewater Treatment Facility 2013 Effluent Discharge:**

Stoughton Utilities Director Robert Kardasz presented and discussed the environmental fee assessment for the Stoughton Utilities Wastewater Treatment Facility 2013 effluent discharge. Discussion followed. Mayor Donna Olson expressed her appreciation to Wastewater System Supervisor Brian Erickson and all Stoughton Utilities staff for the operation of the wastewater treatment facility and the sanitary sewer collection system.

## **Stoughton Utilities 2013 Annual Water Consumer Confidence Report(CCR) To Our Water Consumers:**

Stoughton Utilities Director Robert Kardasz presented and discussed the 2013 CCR. Discussion followed.

**WPPI Energy Regional Power Dinners:** Stoughton Utilities Director Robert Kardasz presented and discussed the WPPI Energy Regional Power Dinners. Discussion followed.

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**Stoughton Utilities Committee Future Agenda Items:**

- Proposed Stoughton Utilities Management Position Descriptions.
- Stoughton Utilities Electric, Wastewater and Water Financial Forecasts.
- Stoughton Utilities Renewable Energy efforts.

**Adjournment:** Motion by Alderperson Paul Lawrence, the motion seconded by Alderperson Elvin (Sonny) Swangstu, to adjourn the regular Stoughton Utilities Committee Meeting at 5:45 p.m. The motion carried unanimously.

Respectfully submitted,

Robert P. Kardasz, P.E.  
Stoughton Utilities Director