

FINAL STOUGHTON UTILITIES COMMITTEE REGULAR MEETING MINUTES

Monday, April 17, 2017 – 5:30 p.m.

Edmund T. Malinowski Board Room

Stoughton Utilities Administration Office

600 S. Fourth St.

Stoughton, Wisconsin

Members Present: Alderperson Matt Bartlett, Alderperson Michael Engelberger, Citizen Member David Erdman, Alderperson Greg Jenson, Citizen Member John Kallas, Mayor Donna Olson, and Citizen Member Alan Staats.

Excused: None.

Absent: None.

Others Present: Stoughton Utilities Finance Manager Jamin Friedl, CPA, Stoughton Utilities Assistant Director Brian Hoops, and Stoughton Utilities Director Robert Kardasz, P.E.

Call To Order: Mayor Donna Olson called the Regular Stoughton Utilities Committee Meeting to order at 5:30 p.m.

Stoughton Utilities Committee Consent Agenda: Stoughton Utilities Finance Manager Jamin Friedl, Stoughton Utilities Assistant Director Brian Hoops, and Stoughton Utilities Director Robert Kardasz presented and discussed the Stoughton Utilities Committee Meeting Consent Agenda items. Discussion Followed. Motion by Alderperson Michael Engelberger, 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 20, 2017 Regular Stoughton Utilities Committee Meeting, Stoughton Utilities February 2017 Financial Summaries, Stoughton Utilities March 2017 Statistical Information, Stoughton Utilities Communications, Stoughton Utilities Committee Annual Calendar, and the Stoughton Utilities March 2017 Activities Report. The motion carried unanimously 7 to 0.

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

- Stoughton Utilities Payments Due List Report
- Stoughton Utilities Committee February 20, 2017 Regular Meeting Minutes
- Stoughton Utilities December 2016 and January 2017 Financial Summary
- Stoughton Utilities February 2017 Statistical Information

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Utility Billing Statement Messages and Inserts Policy: Stoughton Utilities Assistant Director Brian Hoops presented and discussed the utility billing inclusion of City messages and inserts policy and summarized his participation in the April 6, 2017 Stoughton Community Affairs and Council Policy Committee where the policy was discussed. Mr. Hoops further explained that a packet of information is provided to all new utilities customers, which could be utilized to include timely information from the City. Discussion followed. Motion by Alderperson Michael Engelberger, the motion seconded by Alderperson Greg Jenson, to approve the Stoughton Utilities Utility Billing Statement Messages and Inserts Policy and recommend it to the Stoughton Common Council for approval and adoption of the corresponding resolution on April 25, 2017. The motion carried unanimously 7 to 0.

Invitation to Attend an Orientation to WPPI Energy: Stoughton Utilities Director Robert Kardasz presented and discussed the orientation to WPPI Energy. Discussion followed.

Stoughton Electric Utility Annual Report Filed with the Public Service Commission of Wisconsin (WPSC): Stoughton Utilities Finance Manager Jamin Friedl presented and discussed the Stoughton Electric Utility Annual Report filed with the WPSC. Discussion followed.

Stoughton Water Utility Annual Report Filed with the Public Service Commission of Wisconsin (WPSC): Stoughton Utilities Finance Manager Jamin Friedl presented and discussed the Stoughton Water Utility Annual Report filed with the WPSC. Discussion followed.

Stoughton Utilities Goals Status Report: Stoughton Utilities Assistant Director Brian Hoops and Stoughton Utilities Director Robert Kardasz presented and discussed the Stoughton Utilities Goals status report. Discussion followed.

2017 Water and Sanitary Sewer Replacement Project: Stoughton Utilities Assistant Director Brian Hoops and Stoughton Utilities Director Robert Kardasz presented and discussed the 2017 water and sanitary sewer replacement project. Discussion followed. Motion by Alderperson Michael Engelberger, the motion seconded by Citizen Member David Erdman, to approve the addition of water infrastructure on Giles Street between Henry Street and Morris Street in the 2017 Water and Sanitary Sewer Replacement Project. The motion carried unanimously 7 to 0.

Stoughton Utilities Committee Future Agenda Items: Discussion regarding relocating utility infrastructure adjacent to the Yahara River Redevelopment Area.

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Adjournment: Motion by Citizen Member David Erdman, the motion seconded by Alderperson Greg Jenson, to adjourn the Regular Stoughton Utilities Committee Meeting at 5:55 p.m. The motion carried unanimously 7 to 0.

Respectfully submitted

Brian R. Hoops
Stoughton Utilities Assistant Director