

# STOUGHTON UTILITIES COMMITTEE REGULAR MEETING MINUTES

Monday, July 26, 2021 – 5:30 p.m.

Stoughton, WI

Page No. 1

**Location:** Edmund T. Malinowski Board Room  
Stoughton Utilities Administration Office  
600 South Fourth Street  
Stoughton, Wisconsin, 53589

**Members Present:** Citizen Member David Erdman (Chair), Alderperson Regina Hirsch, Citizen Member John Kallas (Vice-Chair), Citizen Member Dustin Thoren

**Excused:** Alderperson Ben Heili

**Absent:** None

**Others Present:** Jerome T. Anderson, Stoughton Director of Finance & Comptroller Jamin Friedl (via GoTo Meeting), Stoughton Utilities Assistant Director Brian Hoops, Patricia Micetic, WPPI Energy Services Manager Amy Wanek, Stoughton Utilities Director Jill Weiss

**Call to Order:** Chairperson Erdman called the regular Stoughton Utilities Committee Meeting to order at 5:30 p.m.

**Utilities Committee Consent Agenda:** Stoughton Utilities staff presented and discussed the Stoughton Utilities Committee consent agenda items.

Staff highlighted a recent press release regarding the current status of PFAS sampling regulations set by the United States Environmental Protection Agency and the Wisconsin Department of Natural Resources

Motion by Kallas, the motion seconded by Thoren, to approve the following consent agenda items as presented:

- a. Draft Minutes of the June 14, 2021 Regular Utilities Committee Meeting
- b. Stoughton Utilities June Payments Due List Report
- c. Stoughton Utilities May Financial Summary
- d. Stoughton Utilities May Statistical Report
- e. Stoughton Utilities June Activities Report
- f. Communications

The motion carried unanimously 5 to 0.

Alderperson Hirsch joined the meeting at 5:32 p.m.

**Status of the Utilities Committee recommendation(s) to the Stoughton Common Council:** Stoughton Utilities staff presented and discussed the following items from the Stoughton Utilities Committee that were approved and/or placed on file by the Stoughton Common Council:

**Consent Agenda:**

1. Draft Minutes of the May 17, 2021 Regular Utilities Committee Meeting
2. Stoughton Utilities May Payments Due List Report
3. Stoughton Utilities April Financial Summary

# STOUGHTON UTILITIES COMMITTEE REGULAR MEETING MINUTES

Monday, July 26, 2021 – 5:30 p.m.

Stoughton, WI

Page No. 2

## 4. Stoughton Utilities April Statistical Report

### Business:

1. Wastewater 2020 Compliance Maintenance Annual Report (CMAR)

Discussion followed.

**Status Update: Lead Service Line Replacement Program:** Stoughton Utilities staff presented and discussed recent efforts that have occurred as part of the ongoing 2021 citywide lead service line replacement project of public and privately-owned lead service lines. The 2021 project is underway and progressing within schedule, with construction efforts being taken by Five Star Energy Services, LLC. Roadway and public right of way restoration efforts have lagged behind the contractor's construction activities, and the contractor has subcontracted out these restoration efforts in an attempt to get caught up. Public feedback on social media has been generally very positive.

Updates regarding the ongoing construction project will be posted to [stoughtonutilities.com/lead](https://stoughtonutilities.com/lead) and [stoughtonutilities.com/construction](https://stoughtonutilities.com/construction) as they are made available by the contractor. Discussion followed.

**Amendment of a Platted Sanitary Sewer Easement (From an Unstated Width to 12') on Lot 2 of Mrs. Sarah E. Turner's Addition (219 E. Taft St.):** Stoughton Utilities staff presented and discussed a request received by the homeowner at 219 E. Taft St. to amend the language used to describe the existing platted public utility easement for sanitary sewer that is recorded on their property. The original sewer line easement on this property dates to February 8, 1935, and was recorded on February 21, 1945, being described as existing along the length of the property's west boundary line, but with no explicitly stated width.

The requested amendment to the recorded easement specifies that the easement shall still run the length of the parcel's west property line, and shall be 12' in width. Discussion followed.

The homeowner (Anderson and Micetic) were present at the meeting, and along with Stoughton Utilities staff addressed questions from the committee regarding the original easement platting design and legal description, and how the change would affect neighboring parcels. Staff explained that this change only applies to this one parcel, and due to the circumstances of the original legal description that contained conflicting information, and the inconsistent easement design within the original development, this action would not set a precedent for the release of future easements.

Motion by Hirsch, the motion seconded by Kallas, to approve the amendment of the platted sanitary sewer easement (from an unstated width to 12') on Lot 2 of Mrs. Sarah E. Turner's Addition (219 E. Taft St.), and recommend approval of the amendment to the easement to the Stoughton Common Council. The motion carried unanimously 6 to 0.

Anderson and Micetic left the meeting at 5:45 p.m.

**Funding of Memorial for SU Journeyman Lineman Brian Scheel:** Stoughton Utilities staff presented and discussed a proposed memorial recognizing the memory of Stoughton Utilities Journeyman Lineman Brian Scheel, who tragically passed away earlier in 2021. Staff informed the committee that a desire in providing the initial funding to create a memorial scholarship, as well as the planting of a tree on a Stoughton Utilities property with a memorial plaque. Discussion followed.

# STOUGHTON UTILITIES COMMITTEE REGULAR MEETING MINUTES

Monday, July 26, 2021 – 5:30 p.m.

Stoughton, WI

Page No. 3

Motion by Thoren, the motion seconded by Venegas, to spend funds not to exceed \$6,000 to honor Stoughton Utilities Journeyman Lineman Brian Scheel memory through the creation and initial funding of a memorial scholarship and the planting of a tree with a memorial plaque on Stoughton Utilities property. The motion carried unanimously 6 to 0.

**Stoughton Utilities Round-Up Program:** Stoughton Utilities staff presented and discussed the Stoughton Utilities Round-Up Program. A brief description and history of staff's efforts to recruit new organizations to apply for funding was provided to the committee. This is the first of two donations to be made using 2021 program funding, with an applicant pool of 18 local non-profit organizations. Discussion followed.

Motion by Erdman, the motion seconded by Kallas, to donate \$1,000 from the Stoughton Utilities Round-Up Program fund to the Friends of Badfish Creek Watershed. The motion carried unanimously 6 to 0.

**Utilities Financial Management Restructuring and Creation of a Utilities Finance Director Position:** Stoughton Utilities and City of Stoughton staff discussed the restructuring of the Stoughton Utilities financial management reporting structure and the creation of a Utilities Finance Director position. This new structure will match the original structure that existed prior to mid-2018 when financial management moved to a consolidated department with the City of Stoughton. Discussion followed.

Motion by Kallas, the motion seconded by Venegas, to recommend approval of the financial management restructuring to bring financial management operations back to Stoughton Utilities and reporting to the Stoughton Utilities Director, recommend approval of the proposed position description for the Utilities Finance Director position, recommend approval of the proposed salary details for the Utilities Finance Director position, and to recommend approval of all aspects of the reorganization to the City of Stoughton Personnel Committee and Stoughton Common Council. The motion carried unanimously 6 to 0.

**Utilities Committee Future Agenda Items:** Staff informed the committee that upcoming meeting topics include updates on the regulatory rate review for the water utility and updates on the status of the lead service line replacement program. Hirsch requested an update on the status of the regulatory updates to the Choose Renewable program. Discussion followed.

**Adjournment:** Being no further business before the committee, the Chair adjourned the regular Stoughton Utilities Committee Meeting at 6:10 p.m.

Respectfully submitted

Brian R. Hoops

Stoughton Utilities Assistant Director