

OFFICIAL NOTICE AND AGENDA

There will be a Regular meeting of the City of Stoughton Utilities Committee on Monday, March 17, 2014 to be held at 5:00 p.m. in the Edmund T. Malinowski Board Room of the Stoughton Utilities Administration Office in the Stoughton Utilities Building, 600 S. Fourth Street, Stoughton, WI 53589.

AGENDA:

Call To Order.

Stoughton Utilities Committee Consent Agenda. (All items are considered routine and will be enacted upon by one motion. There will be no separate discussion of these items unless a Stoughton Utilities Committee member so requests, in which event the item will be removed from the consent agenda and be considered on the regular agenda.) **(Action.)**

- a) Stoughton Utilities Payments Due List Report.
- b) Draft Minutes of the February 17, 2014 Regular Stoughton Utilities Committee Meeting.
- c) Stoughton Utilities January 2014 Financial Summary.
- d) Stoughton Utilities January 2014 Statistical Information.
- e) Stoughton Utilities Communications.
- f) Stoughton Utilities Committee Annual Calendar.
- g) Stoughton Utilities February 2014 Activities Report.

BUSINESS:

1. Status of the Stoughton Utilities Committee Recommendation(s) to the Stoughton Common Council. **(Discussion.)**
2. Stoughton Utilities Audit Report and Management Letter. **Action.)**
3. Stoughton Utilities Proposed Water Rate Adjustment. **(Action.)**
4. Stoughton Utilities Proposed Electric and Water Tax Stabilization Dividends. **(Action.)**
5. Stoughton Utilities Bad Dept Write-Offs Through December 31, 2013. **(Action.)**
6. Stoughton Utilities Proposed Updated Position Descriptions For the Utilities Director, Utilities Operations Superintendent, Utilities Finance and Administrative Manager, Utilities Technical Services Supervisor, and Utilities Wastewater System Supervisor. **(Action.)**
7. Wisconsin Department Of Natural Resources (WDNR) February 4, 2014 Sanitary Survey Of The Stoughton Utilities Waterworks. **(Discussion.)**
8. Wisconsin Department Of Natural Resources (WDNR) February 12, 2014 Evaluation Of The Stoughton Utilities Wastewater Treatment Facility Laboratory. **(Discussion.)**
9. Wisconsin Department Of Natural Resources (WDNR) January 23, 2014 Approval Of The Stoughton Utilities Annual Mercury Pollutant Minimization Program (PMP). **(Discussion.)**
10. Stoughton Utilities Committee Future Agenda Item(s). **(Discussion.)**

ADJOURNMENT

Mayor Donna L. Olson,
Stoughton Utilities Committee Chairperson
March 11, 2014

Notices Sent To:

Mayor Donna L. Olson, Chair
Aldersperson Eric Hohol, Vice-Chair, Common Council Liaison
Aldersperson Paul Lawrence, Alternate Liaison
Aldersperson Elvin (Sonny) Swangstu
Stoughton Utilities Committee Citizen Member David Erdman
Stoughton Utilities Committee Citizen Member Jonathan Hajny
Stoughton Utilities Citizen Member Alan Staats
Stoughton Utilities Operations Superintendent Sean Grady
Stoughton Utilities Director Robert P. Kardasz, P.E.

cc: Stoughton Common Council Members
Stoughton City Attorney Matthew P. Dregne
Stoughton Utilities Wastewater System Supervisor Brian G. Erickson
Stoughton Utilities Billing and Consumer Services Technician Erin N. Goldade
Stoughton Utilities Office and Information Systems Supervisor Brian R. Hoops
Stoughton City Clerk Maria P. (Pili) Hougan
Stoughton Utilities Finance and Administrative Manager Kim M. Jennings, CPA
Stoughton Utilities Lead Lineman John V. McLain
Stoughton Utilities and WPPI Energy Services Representative Cory Neeley
Stoughton Leadership Team
Oregon Observer, Stoughton Newspapers and Wisconsin State Journal

IMPORTANT: FIVE MEMBERS ARE NEEDED FOR A QUORUM: If a Stoughton Utilities Committee member encounters a situation that may affect your scheduled participation, please contact Robert Kardasz or Sean Grady at 877-7423 or 877-7416 respectively prior to 5:00p.m. or via e-mail at bkardasz@stoughtonutilities.com.

It is possible that members of, and possibly a quorum of members of other committees of the Common Council of the City of Stoughton may be in attendance at the above-mentioned meeting to gather information. No action will be taken by any such group(s) at the above-mentioned meeting other than the Stoughton Utilities Committee consisting of Mayor Donna Olson, Aldersperson Eric Hohol, Aldersperson Paul Lawrence, Aldersperson Elvin (Sonny) Swangstu, Citizen Member David Erdman, Citizen Member Jonathan Hajny, and Citizen Member Alan Staats.

Please note that items taken on the Consent Agenda will not be discussed. Any individual Stoughton Utilities Committee member may request an item be removed from the consent.

Upon reasonable notice, efforts will be made to accommodate the needs of disabled individuals through appropriate aids and services. For information or to request this service, please contact the Stoughton Utilities Director at (608) 877-7423.

An expanded meeting may constitute a quorum of the Common Council.

Current and past Stoughton Utilities Committee documents, including meeting notices, meeting packets, and meeting minutes, are available for public download at <http://uc.stoughtonutilities.com>.

