

Waunakee Utilities Commission Meeting
January 27, 2020

Members Present: Paul Endres Chris Zellner Roxanne Johnson
 John Roessler Gary Herzberg

Absent: Shirley Nelson Steve Kraus

Others Present: Tim Herlitzka Nicole Guld

John Roessler called the regular meeting of the Waunakee Utilities Commission to order at the Waunakee Utilities facility at 322 Moravian Valley Road.

Minutes

Moved by John Roessler, seconded by Gary Herzberg, to approve the minutes of the December 19, 2019 Utilities Commission meeting. Motion carried.

Bills

The list of bills was reviewed. Moved by Paul Endres, seconded by Chris Zellner, to approve payment of the following bills:

Total	Vendor	Description
\$ 421.61	Ace Hardware	Miscellaneous parts/supplies
227.58	AFLAC *	Monthly premiums
150.00	Arbor Day Foundation *	Tree line USA process
312.54	Blazek, Larry	Refund
150.06	Capital City Cleaning & Supply	Shop/office supplies
220.16	Cintas Corporation	Uniforms
708.12	Conney Safety	PPE for all departments
69,903.00	Core & Main	Water & sewer meters
502.00	Coverall North American, Inc.	Cleaning service
1,676.50	Crescent Electric	Street light maintenance
1,724.53	Delta Dental	Monthly dental insurance premiums
131.20	Diggers Hotline, Inc.	Locating services
107.17	Dish Network *	Monthly service
28,636.07	EFTPS *	941 taxes
7,720.00	Empower Retirement *	Deferred Compensation & Roth
1,598.99	Exxon Mobil *	Gasoline for trucks
3,639.50	GLS Utility, LLC	Locating services
490.33	Grainger *	Water tower maintenance
100.00	Hellenbrand	Water tests
141,024.00	Honeywell	Electric AMI meters
78.88	Ibinger, Tom	Refund
2,675.40	Infosend, Inc.	Billing costs
911.63	Itron, Inc.	Meter reading equipment maintenance
1,470.00	J & R Underground	Replace URD service on 7th St.
274.97	Kesilewski, Brian or Courtney	Refund
250.00	Kuhn, Alyssa	Scholarship
256.95	Kwiatkowski, Robert or Marianne	Refund

16,477.61	MEUW	2020 membership dues & regional safety program
2,038.70	Minuteman Press	Bill stuffer and clothing order
595.84	NAPA Auto Parts	Truck maintenance
60.00	Northern Lake Service, Inc.	Water samples
1,000.00	North Shore Bank *	Deferred Compensation
89,022.14	Payroll*	1/3 & 1/17
31.65	Pepsi Madison	Equipment rental
17,285.96	Quartz Health Benefit Plans Corp.	Monthly health insurance premiums
6,780.61	Resco	Transformers
2,000.00	Reserve Account *	Postage for machine
627.69	Rhyme Business Products *	Monthly lease payment & usage charges
1,439.65	Ruekert & Mielke, Inc.	Mapping expense
639.66	Securian Financial Group *	Life insurance premiums
3,986.53	SEERA c/o Wipfli, LLP	Focus program fee for December
192.63	Severson, Garry	Refund
90.00	Snap-on Tools	Tool repair
2,694.38	Soldner, Bridget or Charles	Refund
219.75	Sosoka, Gregory	Refund
451.00	Stafford Rosenbaum	General legal expense
1,822.07	SBank of CP/Credit card payment *	Office supplies and expenses, safety glasses, appointment plus app for AMI project, computer supplies, conf. registration & hotel expense
7,126.02	Stuart C Irby Co.	Inventory & URD maintenance
129.40	T.A.S. Communications, Inc. *	Answering service
968.54	TDS Telecom *	Monthly phone & modem service
18.80	TelCom Construction, LLC	Refund
76.08	Total Real Estate Solutions	Refund
114.10	UPS Store	Shipping charges
534.43	U.S. Cellular *	Monthly cell phone service
1,000.00	Village of Waunakee *	Economic Development
61,877.46	Village of Waunakee	Flexplan & refuse/Dec.
250.00	Vine, Anna	Scholarship
4,500.00	Water Tower Clean & Coat, Inc.	Main Street Water Tower maintenance
242.00	Waunakee Area Chamber	2020 membership dues
25.20	Waunakee Power Equipment	Shop maintenance
45.00	Wil-Kil Pest Control	Pest control
16,219.73	WI Dept. of Revenue *	State & sales taxes paid
674,836.96	WPPI Energy	December power bill
9,827.08	WPPI Energy	Hosted e-mail & financial and accounting software, member network assessment & monitoring, utility billing & customer information software, WPPI WAN, cyber security, shared meter technician, meter data collection & mgmt., Verizon charges, computer maintenance and low-income administrative serv.
14,490.21	WI Retirement System *	Retirement - December
26.00	WI State Lab of Hygiene	Water samples

Bills Received Subsequent to Packet Delivery

\$	341.37	AFLAC	Monthly premiums
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54.05	Attoe, Steve	Mileage reimbursement
1,033.50	Boardman Clark	Legal: ATC matter
6,127.32	Brooks Tractor	Mini backhoe maintenance
66.36	Capital City Cleaning & Supply	Shop/office supplies
55.04	Cintas Corporation	Uniforms
647.94	Crescent Electric	Inventory
112.42	Dish Network	Monthly service
7,400.00	General Engineering Company	Cross connection inspections
118.00	Herlitzka, Tim	Mileage reimbursement
14,169.67	Hovde Properties	Refund on Deposit
2,671.19	Infosend	Billing costs
4,362.33	Madison Investment Advisors	Quarterly management fee
430,646.59	Madison Metro Sewerage Dist.	4th Qtr. Serv. - Village \$339,087.05, SPL \$89,378.76 and lab samples
1,493.21	MG & E	Boosters, wells, service building & lift stations
43.97	Minuteman Press	Clothing order
535.47	Rhyme Business Products	Monthly lease payment & usage charges
3,860.25	Ruekert & Mielke, Inc.	Mapping expenses
867.05	Strand Associates, Inc.	Mapping exp. & SCADA system upgrades
113.53	T.A.S. Communications, Inc.	Answering service
724.23	Village of Waunakee	Re-bills for: Mechanic, SSM Health , Midwest Toxicology & Springfield Welding
5,124.87	White Construction	Retainage due on TDS fiber project
<u>\$ 1,685,692.43</u>		

Motion carried.

Public Comment

There was no public comment.

Application to the Public Service Commission of Wisconsin to Increase Electric Rates

WPPI Energy completed a review of electric rates using the format prescribed by the Public Service Commission of Wisconsin (PSC). The rate review indicates a 2.52% increase in revenue is required to maintain a financially strong utility. The average residential customer is expected to have a \$2.17, or 2.6%, monthly increase.

The rate adjustment is needed due to inflationary increases in operation and maintenance expenses and costs associated with maintaining the reliability of the electric system. Rates were last adjusted in 2011. Nicole Guld from WPPI Energy provided a presentation to the commission about the increase.

After a discussion, a motion was made by Chris Zellner and seconded by Gary Herzberg, to approve submitting the rate increase application to the PSC. Motion carried.

The PSC will take several months to complete the rate review. The PSC may propose changes to the application which could affect the overall percentage increase.

Utility Issues in Heritage Hills Subdivision

The commission was provided an update on the outstanding utility issues in the proposed subdivision.

Advanced Metering Infrastructure Project

The commission was provided a project update. 5,057 electric meters have been installed and 1,902 water units are now in service.

Village-Wide Construction Projects

The commission was informed about various projects planned in the village.

Operations Report

A brief operations report was provided to the commission.

General Manager's Report

The general manager discussed the status of the MyAccount implementation and the upcoming audit.

Financial Statements

No financial statements were presented due to the year-end adjustments being made for the financial audit.

A motion was made by Gary Herzberg and seconded by Roxanne Johnson to adjourn the meeting. Motion carried.

Respectfully submitted: _____
Commission Secretary