

Waunakee Utilities Commission Meeting May 23, 2022

Members Present: Chris Zellner John Roessler Shirley Nelson
Roxanne Johnson Paul Endres

Others Present: Tim Herlitzka Randy Dorn John McLain
Aaron Jahncke Kent Straus

Absent: Gary Herzberg Steve Kraus

John Roessler called the regular meeting of the Waunakee Utilities Commission to order.

Minutes

A motion was made by Shirley Nelson and seconded by Paul Endres to approve the minutes of the April 25, 2022 Utilities Commission meetings. Motion carried.

Bills

The list of bills was reviewed. A motion was made by Chris Zellner and seconded by Shirley Nelson to approve payment of the following bills:

Total	Vendor	Description
\$742.50	APG	Web and energy assistance ads
254.70	AFLAC *	Monthly premiums
22.50	Attoe, Steve	Mileage & expense reimbursement
594.67	Borden, Kelly *	Refund
528.56	Cintas Corporation	Uniforms
16,600.00	Civic Systems, LLC	Partial payment on new accounting system
2,201.42	CliftonLarsonAllen	2021 audit services
94.06	Core & Main	Water meter expense
502.00	Coverall North America, Inc.	Cleaning service
1,862.38	Crescent Electric	Metering and street light maintenance
1,680.83	Delta Dental	Monthly premiums
640.59	D'Orazio Cleaning Supply, LLC	Shop/office supplies
63.90	Dorn, Thomas & Wendi	Refund
27,973.31	EFTPS *	941 taxes
7,684.92	Empower Retirement *	Deferred Compensation & Roth
3,409.74	Exxon Mobil *	Gasoline for trucks
2,031.44	Fresco, Inc.	Inventory
35.17	Fuchs, Jacob & Haley	Refund
17,379.35	GLS Utility, LLC	Locating services
82.68	Hatch Building Supply	Tools
576.00	Hellenbrand Glass *	Shop maintenance
3,000.00	Infrastructure Technologies, LLC	Sewer camera software license
93.61	Jang, Woosung	Refund
130.26	Kruchten, Ed	Refund
289.00	Lincoln Contractors Supply	Maintenance of mains & services
46.02	Linzell, Sandra	Refund
10.80	McLain, John	Expense reimbursement
590.00	MEUW	Annual conference registrations
160.41	Norby, Robert & Crystal Collings	Refund
368.22	Northeast WI Technical College	School - Buschke
248.50	Northern Lake Service, Inc.	2nd quarter water test
1,100.00	North Shore Bank *	Deferred compensation
70,639.91	Payroll*	5/6 & 5/20
31.65	Pepsi Madison	Equipment rental
38.60	Piggly Wiggly	Soda for machine & snacks for round table meeting

20,499.51	Quartz Health Benefit Plans Corp.	Health insurance premiums
62.31	Roessler, Lisa	Refund
1,203.75	Ruekert & Mielke, Inc.	Water & sewer mapping expense
250.00	Rutkowski, Jenna	EV fast charger rebate
776.32	Securian Financial Group *	Life insurance premiums
4,437.50	SEERA c/o Wipfli, LLP	April Focus on Energy program fees
666.50	Stafford Rosenbaum	General legal
4,673.85	State Bank of CP/Credit card payment *	MEUW round table expenses, postage, line worker lunch, WICPA membership renewal, office expenses, power dialogue registration, Zoom, training/school expenses, clothing, landscaping costs, e-mail service, PPE, plaque, OH supplies & truck maint.
50,355.00	Stuart C Irby Co.	Inventory and transformers
140.00	Sunny Celebrations *	MEUW meeting/tour
27.67	Takshug, Tenzin	Refund
129.88	T A S Communications	Answering service
967.11	TDS Telecom *	Monthly phone & modem service
180.00	Tri-County Paving	Water main maintenance
391.75	U.S. Cellular *	Monthly cell phone service
163.80	Vernig, Ralph	Mileage reimbursement
153,798.21	Village of Waunakee	Flexplan, refuse/Apr., electric & water taxes and re-bills for: Mechanic & SSM Health
793.79	Waunakee Power Equipment *	OH maintenance
70.00	WI Dept. of Natural Resources *	Operator certification
125.00	WI Dept. of Natural Resources	2022 water use fees
41,063.03	WI Dept. of Revenue *	State & sales taxes paid
652,241.50	WPPI Energy	April power bill
7,030.34	WPPI Energy	Meter data collection & mgmt., utility billing & CIS, shared meter technician, low-income admin. service fee, hosted e-mail & financial and accounting software, cyber security, member network assessment & monitoring, member network support, member/WPPI WAN and Verizon charges
16,335.50	WI Retirement System *	Retirement - April
26.00	WI State Lab of Hygiene	Water samples
<i>Bills Received Subsequent to Packed Delivery</i>		
\$ 309.49	Ace Hardware	Miscellaneous parts / supplies
13,839.00	Avid Exchange, Inc.	Refund on deposit
10.20	Arlington Hardware Co, Inc.	Sewer Maintenance
10,238.24	Border States	Inventory
73,175.00	Core & Main	AMI Water Meters
66.33	Insight FS Arlington	Forklift Fuel
302.25	Jefferson Fire & Safety	Fire Extinguisher maint.
1,140.00	MEUW	Workshop registration/ mgmt. training
31.87	Public Service Commission of WI	Water tariff changes
6,303.96	Strand Associates, Inc.	Verleen Ave. Elevated tank repainting
2,037.61	USA Blue Book	Water meter expense/tool/hydrant maint
582.99	Wisconsin State Journal	Newspaper subscription
\$1,226,152.96		

Motion carried.

Public Comment

There was no public comment.

Wastewater Metering and Billing from MMSD and Infiltration and Inflow Matters

The commission was presented information about the process used by MMSD to meter and bill the utility. Various Infiltration and Inflow (I/I) matters were discussed and an I/I study will be considered for 2023.

2021 Drinking Water Quality Report

The 2021 drinking water quality report was presented. There were no samples taken that violate state and federal drinking water requirements and a copy of the report will be made available to all customers.

Compliance Maintenance Annual Report and Resolution

The utility is annually required to file a Compliance Maintenance Annual Report with the DNR. The report for 2021 has been completed with no significant deficiencies noted.

After a discussion, a motion was made by Chris Zellner and seconded by Paul Endres to approve the report and Resolution 22-0523, Acknowledging Review of the 2021 DNR Compliance Maintenance Annual Report. Motion carried.

Advanced Metering Infrastructure Project

The commission was provided a project update. 4,805 water units are now in service and the project is approximately 92% complete.

Village-Wide Construction Projects

No projects were discussed this month.

Operations Report

The commission was provided a brief update on various operational matters including the Verleen Avenue Water Tower project, the Verleen Avenue reconstruction project, and a recent electric service interruption.

General Manager's Report

The general manager discussed the start of the new accountant, a grant being provided to Octopi Brewing from WPPI for their solar/battery project, the upcoming delivery of the new vacuum truck, and anticipated higher power costs for the remainder of the year.

Financial Statements

The April financial statements were presented.

A motion was made by Chris Zellner and seconded by Shirley Nelson to adjourn the meeting. Motion carried.

Respectfully submitted: _____
Commission Secretary