

## Waunakee Utilities Commission Meeting July 20, 2022

**Members Present:** Chris Zellner                      John Roessler                      Shirley Nelson  
Roxanne Johnson                      Steve Kraus

**Excused:** Paul Endres                      Gary Herzberg

**Others Present:** Tim Herlitzka                      Jared Heyn

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

### Minutes

A motion was made by Steve Kraus and seconded by Shirley Nelson to approve the minutes of the June 27, 2022 Utilities Commission meeting. Motion carried.

### Bills

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

Total	Vendor	Description
\$ 876.50	APG (Adams Publishing Group)*	Web and energy assistance ads
254.70	AFLAC *	Monthly premiums
27.91	Auto Value parts store	Oil, gear lube
165.78	Eric Bennett or Lindsey Schneider	Refund
2,086.68	Bogie Enterprises Inc.	Maintenance of sewer camera
16.92	Cornitria Brown	Refund
165.20	Brian Barbian or Mary Burke	Refund
350.31	Cintas Corporation	Uniforms
73.89	Joseph Clarke	Refund
1,196.50	Core & Main	Water meter expense
1,518.47	Delta Dental*	Dental Insurance
110.32	Mary Dixon	Refund
	Coverall North America, Inc.	Cleaning service
	Crescent Electric	Metering and street light maintenance
	Delta Dental	Monthly premiums
	Dorn, Randy	Clothing reimbursement
28,390.93	EFTPS *	941 taxes for 7/1, 7/15
7,579.92	Empower Retirement *	Deferred compensation & Roth 7/1, 7/15
2,709.77	Exxon Mobil *	Gasoline for trucks
35,443.93	Fresco Inc.	Inventory (Stress Crete poles)
11,467.00	GLS Utility, LLC*	Locating services
180.36	Karolyn Graser	Refund
395.00	Michael & Melissa Hernandez	Refund
267.50	HG Signs*	Lettering for vacuum truck
5,319.42	InfoSend*	Bill and print services
132.97	Eric Josing	Refund
222.31	Donald & Cynhia Kobriger	Refund
174.92	William Kosmeder	Mileage reimbursement
502.00	Madison Support Center	Cleaning Service
25.76	Cerise Massey	Refund
725.00	MEG Water Division	Membership Dues
6,643.75	MEUW	Safety Program Fees
548,340.72	Madison Metro Sewer Dist.	2nd Qtr. Serv.- Village \$423,017.42, SPL \$125.323.30

453.00	Meffert Oil Company	Fuel
38.96	Napa	Parts
	Northeast Wi Tech College	Apprenticeship tuitions
1,100.00	North Shore Bank *	Deferred compensation 7/1, 7/15
989.14	NWTC Bookstore	Class supplies
36.27	Greg O'Donnell	Mileage reimbursement
77,979.07	Payroll*	7/1, 7/15,
19,056.54	Quartz Health Benefit Plans Corp.*	Health insurance premiums
45.45	Lisa Rosenthal	Refund
32.90	Rowe Design & Construction	Refund
1,536.50	Ruekert & Mielke, Inc.	Water & sewer mapping expense
195.00	Russ's Plumbing, Inc.	Water meter maintenance
79.76	Julie Sabatke	Refund
129.56	Lenoda Schmitz	Refund
718.13	Securian Financial Group *	Life insurance premiums
4,612.99	SEERA c/o Wipfli, LLP*	June Focus on Energy program fees
301.00	Stafford Rosenbaum	General legal
3,595.47	State Bank of CP/Credit card payment *	Office supplies, shop supplies, tools and parts
1,732.18	Strand Associates	Verleen Tower painting project
124,700.57	Stuart C Irby Co.	Inventory and transformers
166.61	T A S Communications	Answering service
977.30	TDS Telecom *	Monthly phone & modem service
158.99	Georgia or Christopher Thompson	Refund
	USA Bluebook	Hydrant diffuser
280.64	U.S. Cellular *	Monthly cell phone service
171,360.18	Village of Waunakee	Flex plan, refuse/June., electric & water taxes and re-bills
5,810.43	WI Dept. of Revenue *	WI withholding tax
60,835.36	WI Dept. of Revenue *	State Sales and Use tax for June
63.30	Wil-Kil pest control	Insect control
1,217,781.46	WPPI Energy	June power bill
	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
170.00	WRWA *	Training
16,974.85	WI Retirement System *	Retirement - June
26.00	WI State Lab of Hygiene	Water samples
<i>Bills Received Subsequent to Packed Delivery</i>		
116.29	Cintas	Uniform expense
2,000.00	Pitney Bowes*	Postage
3,261.52	Village of Waunakee	Additional June 2022 refuse
<b>\$ 2,372,679.86</b>		

Motion carried.

### Public Comment

There was no public comment.

### Results of Water Quality Testing

The commission was presented information about the results of the testing that was recently completed to determine if PFAS exist in the water system.

Water samples were taken from all five wells and analyzed by an independent lab. The lab results indicated PFAS were below the level the lab is able to detect. Results of the testing will be shared with the community.

## **Hiring Efforts**

The commission was provided information regarding the ongoing efforts to hire a line worker and a water/sewer operator.

## **Wage Adjustments**

The commission discussed wage rates for the line worker position, including a review of several mid-year increases at utilities in the area and the need to remain competitive with pay.

After a discussion, a motion was made by John Roessler and seconded by Roxanne Johnson to increase the base line worker wage to the level recommended by the general manager. Motion carried.

## **Advanced Metering Infrastructure Project**

The commission was provided a project update. 5,128 water units are now in service and the project is approximately 99% complete.

## **Village-Wide Construction Projects**

The commission was provided an update on various projects in the service territory including the Golden Ponds and Veridian projects.

## **Operations Report**

The commission was provided a brief update on various operational matters.

## **General Manager's Report**

The general manager discussed the status of the request for proposals for auditing services for 2022-2024.

## **Financial Statements**

The June financial statements were presented, including a discussion about recent increases in power costs and the impact this has on the PCAC calculation.

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

Respectfully submitted: \_\_\_\_\_  
Commission Secretary