

## Waunakee Utilities Commission Meeting September 27, 2021

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

**Others Present:** Tim Herlitzka                      Randy Dorn                      John McLain  
Gabe Altenbernd                      Tom Hanrahan                      Michael Mucha

**Absent:** Gary Herzberg

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

### Minutes

A motion was made by Shirley Nelson and seconded by John Roessler to approve the minutes of the August 23, 2021 Utilities Commission meeting. Motion carried.

### Bills

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

<b>Total</b>	<b>Vendor</b>	<b>Description</b>
\$ 296.75	4 Control, Inc.	Substation maintenance
264.59	Ace Hardware	Miscellaneous parts/supplies
254.70	AFLAC *	Monthly premiums
358.11	Allen, L.W., LLC	Tower maintenance
15.22	Auto Value Waunakee	Truck maintenance
66.00	Boardman Clark	Legal: Customer transfer to WP & L
87.35	Brown, Stephen D.	Refund
626.70	Cintas Corporation	Uniforms
68.50	C & M Hydraulic Tool Supply	URD tools
8,520.08	Core & Main	AMI water & sewer meters & meter expense
502.00	Coverall North American, Inc.	Cleaning service
1,014.67	Crescent Electric	URD & street light maintenance
1,763.36	Delta Dental	Monthly dental insurance premiums
117.67	Dish Network *	Monthly service
4,420.00	Dixon Engineering, Inc.	Division St. Booster and inspections for T-Mobile
417.52	D'Orazio Cleaning Supply, LLC	Shop/office supplies
40,545.05	EFTPS *	941 taxes
11,070.00	Empower Retirement *	Deferred Compensation & Roth
2,003.24	Exxon Mobil *	Gasoline for trucks
8,858.00	GLS Utility, LLC	Locating services
456.40	Hartman, Steven	Mileage reimbursement
10.00	Honeywell	Electric metering
2,963.50	Infosend	Billing costs
5,620.00	Irby	Electric inventory & URD maintenance
50.06	Leonard, Mark	Refund
660.00	Medivan, Inc.	Hearing tests
475.01	Meixner, Laura & Ryan	Refund
5,787.50	MEUW	Conference & retreat registrations and training fees
150.00	Monona Plumbing & Fire Protection	Quarterly fire sprinkler inspection

53.05	NAPA Auto Parts	Truck, building & lift station maintenance
669.60	Northern Lake Service, Inc.	Water samples
1,100.00	North Shore Bank *	Deferred Compensation
79.15	Office Depot	Office/shop supplies
102,969.13	Payroll*	8/27, 9/10 & 9/24
163.89	Pearman, Thomas *	Refunds
166.50	Pepsi	Soda for machine
20.96	Piggly Wiggly	Office expenses
142.95	Pitney Bowes, Inc. *	Equipment rental
65.81	PSC *	WP & L customer transfer & renewable energy rider
22.05	PSC	WP & L customer transfer & new load market tariff
19,264.62	Quartz Health Benefit Plans Corp. *	Monthly health insurance premiums
2,000.00	Reserve Account *	Postage for postage machine
544.09	Rhyme Business Products *	Monthly lease payment & usage charges
952.75	Ruekert & Mielke, Inc.	Water & sewer mapping expenses
776.32	Securian Financial Group *	Life insurance premiums
4,511.90	SEERA c/o Wipfli, LLP	August Focus on Energy program fees
214.85	Stafford Rosenbaum	Legal: Lexington booster contract review
3,999.66	State Bank of CP/Credit card payment *	Tools, UG maintenance, office expense, meeting registration, tool boxes, training expenses, well maint., thermostat, Chamber golf classic, bldg. maintenance & computer equipment
149.05	T A S Communications *	Answering service
975.87	TDS Telecom *	Monthly phone & modem service
510.00	Trending Now Promotions	Caps
616.73	UPS Store	Shipping charges for water samples & bill stuffers
529.18	USA BlueBook	Water meter supplies
391.75	U.S. Cellular *	Monthly cell phone service
150,248.06	Village of Waunakee	Flexplan, refuse/Aug., electric & water taxes and re-bills for: Mechanic
68.95	Waunakee Tribune	Subscription renewal
75,387.41	WI Dept. of Revenue *	State & sales taxes paid
1,316,981.56	WPPI Energy	August power bill
6,333.73	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
15,439.52	WI Retirement System *	Retirement - August
585.00	Wisconsin Rural Water Association	Membership renewal
60.00	Ziegler, Susan	Refund on Deposit
32,992.00	Zimbrick Chevrolet *	New truck

*Bills Received Subsequent to Packet Delivery*

\$	238.37	Ace Hardware	Miscellaneous parts/supplies
	78.94	Buffo, William III	Refund
	2,217.00	Core & Main	Water meter connections
	361.00	Herlitzka, Tim	Mileage reimbursement
	177.89	Interstate Billing Service (Kayser)	Truck maintenance
	300.00	Madden, James	Refund

295.00	MEUW	Training registration
305.16	MG & E	Boosters, wells, service building & lift stations
96.20	Northern Lake Service, Inc.	Water samples (Octopi)
550.00	North Shore Bank *	Deferred Compensation
31.65	Pepsi, Madison	Equipment rental
558.53	Rhyme Business Products	Monthly lease payment & usage charges
39.00	Tri-County Paving	Maintenance of water services
439.86	USABlueBook	Water meter supplies
20,763.35	Village of Waunakee	Re-bills for: Mechanic, human resources services, flexplan, share for employee fun day, engineer, communications intern & Wolf Paving
12,373.72	WI Dept. of Revenue	Gross revenue license fee for 2022
<u>\$ 1,875,253.74</u>		

Motion carried.

**Public Comment**

There was no public comment.

**WPPI Energy 2021 Updates**

Tom Hanrahan, the WPPI General Counsel, made a presentation about our membership in WPPI, power supply matters, advocacy on behalf of members, the service offered by WPPI, and other topics.

**Presentation from the Madison Metropolitan Sewerage District Regarding Rates**

Michael Mucha, the MMSD Director and Chief Engineer, provided information regarding the anticipated large annual increases in fees and the reasons for the increases.

**Proposal for Engineering Services for the Verleen Avenue Water Tower Painting Project**

The commission was present a proposal from Strand for engineering services for the project to re-paint the Verleen Avenue Water Tower and make various other needed improvements for an amount not to exceed \$39,850. The total project cost, including engineering, is estimated to be \$200,000 and will be completed in 2022.

After a discussion, a motion was made by Shirley Nelson and seconded by Paul Endres to approve the proposal. Motion carried.

**Advanced Metering Infrastructure Project**

The commission was provided a project update. 4,466 water units are now in service.

**Village-Wide Construction Projects**

A brief update was provided on various projects in the service territory.

**Operations Report**

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

**General Manager's Report**

The general manager discussed a recent meeting at Octopi Brewing, a recent inspection by the Department of Safety and Professional Services, the Point Beach Solar commissioning ceremony, the upcoming annual debt payments, Public Power Week events, and other matters.

**Financial Statements**

The financial statements were reviewed.

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

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