

Waunakee Utilities Commission Meeting September 23, 2019

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

Others Present: Tim Herlitzka Dave Dresen Randy Dorn

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 Shirley Nelson, seconded by Chris Zellner, to approve the minutes of the August 26, 2019 Utilities Commission meeting. Motion carried.

Bills

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

Total	Vendor	Description
\$ 232.52	Ace Hardware	Miscellaneous parts/supplies
1,020.50	Boardman Clark	Legal: Charter/Spectrum lease & WPL acquisition
11,207.58	Border States	Inventory and transformer maintenance
648.51	Capital Newspapers	Subscription to WI State Journal
165.12	Cintas Corporation	Uniforms
6,173.98	Core & Main	AMI metering & maintenance of water mains
502.00	Coverall North American, Inc.	Cleaning service
2,531.69	Crescent Electric	Inventory, UG & st. light maintenance & AMI metering
26,098.43	EFTPS *	941 taxes
6,911.52	Empower Retirement *	Deferred Compensation & Roth
2,195.94	Exxon Mobil *	Gasoline for trucks
9,933.00	Fahrner Asphalt Sealers	Building maintenance
214.28	Global Equipment Co., Inc.	Transformer maintenance
340.00	Hometown News	Ad in Waunafest program
84.15	Insight FS	Fuel for forklift
2,360.00	J & R Underground	Boring work done on Hwy. 19
34.75	McLain, John	Expense reimbursement
125.51	Meffert Oil Co.	Gasoline for trucks
4,440.10	MEUW	Electric safety & training program fees
394.11	Millennium	UG maintenance
1,280.90	Minuteman Press	Bill stuffers
412.11	NAPA Auto Parts	Truck & lift station maintenance
75.00	Niesen & Son Landscaping, Inc.	UG maintenance
730.00	North Shore Bank *	Deferred Compensation
66,117.43	Payroll*	8/30 & 9/13
49.47	Piggly Wiggly	Office /shop supplies
142.95	Pitney Bowes	Postage machine rental
749.19	Public Service Commission	WPL customer acquisition
7,217.46	Resco	Transformer & OH maintenance
511.00	Rhyme Business Products *	Monthly lease payment & usage charges
304.63	Roudebush, Tyler*	Refund
639.66	Securian Financial Group *	Life insurance premiums
41.00	Stafford Rosenbaum	Legal: General
1,927.55	SBank of CP/Credit card payment *	Safety school exp., training expenses, SSL certificate for mapping software, QuickBooks for MWPG, phone case, office expenses, mouse for tablet, wipes, security camera system, power inverter, dry erase board
1,752.00	Stuart C Irby Co.	Street light bulbs
128.45	T.A.S. Communications, Inc.	Answering service

920.44	TDS Telecom *	Monthly phone & modem service
351.00	Tri-County Paving	Water main maintenance
2,000.00	Uniek, Inc. *	Incentive for energy efficient project
283.55	UPS Store	Shipping charges for bill stuffers
406.90	U.S. Cellular *	Monthly cell phone service
7,532.82	USIC Locating Services *	Locating services
145,213.95	Village of Waunakee	Flexplan, refuse/Aug., electric & water taxes & re-bills for: Mechanic & Ehlers
8.75	Waunakee Power Equipment	Electric & water maintenance
100.00	Waunakee Wrestlebackers	Donation
168.08	Weaver Auto Parts	Truck & lift station supplies
62,916.56	WI Dept. of Revenue *	State & sales taxes paid
1,088,330.39	WPPI Energy	August power bill
5,608.91	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 & network maintenance
22,581.54	WI Retirement System *	Retirement - August
585.00	WI Rural Water Association	Membership renewal
26.00	WI State Lab of Hygiene	Water samples

Bills Received subsequent to Packet Delivery

\$	1,453.23	Border States	PPE
	83.11	BP *	Gasoline for trucks
	55.04	Cintas Corporation	Uniforms
	1,022.00	Core & Main	Inventory and water meter supplies
	572.40	Crescent Electric	UG maintenance
	1,724.53	Delta Dental	Monthly dental insurance premiums
	122.50	Krause Power Engineering	Nord Gear W.O.
	178.00	Herlitzka, Tim	Mileage reimbursement
	2,674.00	J & R Underground	Boring work for Hellenbrand Water
	215.15	MG & E	Boosters, wells, service building & lift stations
	3,230.00	Power System Engineering, Inc.	Mapping expense
	16,011.42	Quartz	Monthly health insurance premiums
	9,594.97	Resco	Transformer, OH & UG maintenance
	511.00	Rhyme Business Products	Monthly lease payment & usage charges
	3,977.30	SEERA c/o Wipfli, LLP	Focus program fee for August
	3,778.51	Strand Associates, Inc.	SCADA system upgrades & water tower maint.
	6,729.00	Stuart C Irby Co.	Inventory
	13,425.00	TelCom Construction	TDS fiber joint utility duct project
	140.00	Tri-County Paving	Electric & water maintenance
	7,127.00	United Paving Co.	Asphalt repair at Rex's
	16,479.12	Village of Waunakee	Re-bills for: Human resources services, mechanic and Raymond Carttell, LLC
	109.90	Weaver Auto Parts	Truck & equipment parts/supplies
	1,260.00	Wesco	Electric metering
	45.00	Wil- Kil Pest Control	Pest control
	934.04	Yahara Materials, Inc.	Water main maintenance
\$	1,586,178.60		

Motion carried.

Public Comment

There was no public comment.

Water Storage Facilities Inspection Reports and Corrective Action Plan

The inspection reports and corrective action plan for the water towers and reservoir were discussed. There are significant repairs needed at each of the facilities over the next several years. There was consensus to incorporate these costs into the 2020-2024 capital budget.

Vacuum Truck Replacement

The commission discussed information about the possible replacement of the vacuum truck. This will be presented for final consideration as part of the 2020 capital budget.

Carbon Emission Reductions

The commission was provided an overview of the industry efforts underway in reducing carbon emissions and the recent executive order from the Wisconsin Governor aimed at eliminating the use of carbon-based fuel in Wisconsin by 2050.

Together with our fellow WPPI member utilities, the utility is already ahead of the efforts put forth by many other Wisconsin utilities in reducing carbon emissions. 32% of the 2018 fuel mix was carbon-free, and there's been a 30% reduction in CO2 emissions since 2005.

The utility commission discussed a variety of topics surrounding carbon emissions and certain options available to the utility to go above and beyond current carbon-reduction efforts. This topic will again be considered at a future meeting.

Advanced Metering Infrastructure Project

The commission was provided a project update. 3,490 electric meters have been installed and 1,495 water units are now in service. The topic of an opt-out for customers was again discussed and there was consensus from the commission to not offer this.

Village-Wide Construction Projects

Utility staff provided information about the Westview Meadows Phase 4 project, the Arboretum Village project, and sewer capacity issues being analyzed for the Veridian project.

Operations Report

The electric superintendent and water/sewer manager provided updates on their departments.

General Manager's Report

The general manager discussed the upcoming debt prepayment, monthly server backups to be done in the cloud, and the budget timeline for upcoming meetings.

Financial Statements

The August financial statements were presented. Consolidated operating income is under budget for the month and year-to-date, due mainly to lower electric operating results.

Electric Rate Review

The utility last increased electric rates in 2011. WPPI staff have been asked to begin an electric rate review due to operating results that lag the budget and prior year results.

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

Respectfully submitted: _____
Commission Secretary