



# OFFICIAL NOTICE AND AGENDA

Notice is hereby given that the City of Stoughton Utilities Committee will hold a regular meeting on the date and at the time and location given below.

Meeting of: **CITY OF STOUGHTON UTILITIES COMMITTEE**

Date/Time: Monday, May 15, 2023 at 5:30 p.m.

Location: Edmund T. Malinowski Board Room, Stoughton Utilities Administration Office  
600 South Fourth Street, Stoughton, Wisconsin

Optional Virtual Participation: [GoToMeeting ID 706-672-805](#)

Members: Citizen Member Carl Chenoweth, Citizen Member David Erdman, Alderperson Regina Hirsch, Alderperson Greg Jensen, Alderperson Daniel Payton, Mayor Tim Swadley, Citizen Member Dustin Thoren

## MEETING AGENDA:

### CALL TO ORDER

### ROLL CALL AND VERIFICATION OF QUORUM

### CERTIFICATION OF COMPLIANCE WITH OPEN MEETINGS LAW

### PUBLIC COMMENTS

### ORGANIZATIONAL BUSINESS

1. Election of the Utilities Committee Chairperson and Vice-Chairperson (**Action**)
2. Election of the Utilities Committee Liaison and Alternate Liaison to the Stoughton Common Council (**Action**)
3. Selection of the Utilities Committee Meeting Date and Time (**Action**)

### CONSENT AGENDA

*(All items are considered routine and will be enacted upon by one motion. There will be no separate discussion of these items unless a Stoughton Utilities Committee member so requests, in which event the item will be removed from the consent agenda and be considered on the regular agenda.)*

- a. Draft Minutes of the April 17, 2023 Regular Utilities Committee Meeting
- b. Stoughton Utilities Payments Due List Report
- c. Stoughton Utilities Financial Summary
- d. Stoughton Utilities Statistical Report
- e. Stoughton Utilities Activities Report
- f. Communications

### OLD BUSINESS

4. Status of Committee Recommendation(s) to the Stoughton Common Council (**Discussion**)
5. Status of the PSCW Electric Rate Application Filing (**Discussion**)

### NEW BUSINESS

6. Stoughton Utilities 2022 Audit Reports and Management Letter (**Action**)
7. Stoughton Electric Utility Annual Report filed with the Public Service Commission of Wisconsin (**Discussion**)
8. Stoughton Water Utility Annual Report filed with the Public Service Commission of Wisconsin (**Discussion**)

9. Authorizing the Partial Release of a Platted Public Utility Easement on Lot 141 of John Nygaard's Virgin Lake Estates (2108 Wood View Dr), recorded as Document No. 5592538, Dane County Registry (**Action**)
10. Wastewater 2022 Compliance Maintenance Annual Report (CMAR) (**Action**)
11. Revisions to the City of Stoughton Investment Policy (**Action**)
12. Utilities Committee Future Agenda Item(s) (**Discussion**)

## ADJOURNMENT

### Notices Sent To:

Stoughton Utilities Committee Members  
Stoughton Utilities Director Jill M. Weiss, P.E.  
Stoughton Utilities Assistant Director Brian Hoops  
Stoughton Utilities Finance Manager Shannon Statz  
Andrew Hoffman  
Megan Cahill – Baker Tilly US, LLP  
Jodi Dobson – Baker Tilly US, LLP

cc: Stoughton City Attorney Matthew Dregne  
Stoughton Common Council Members  
Stoughton City Clerk Candee Christen  
Stoughton Leadership Team  
Stoughton Library Administrative Assistant Sarah Monette  
Stoughton Utilities Billing & Metering Supervisor Erin Goldade  
Stoughton Utilities Education & Outreach Coordinator Brandi Yungen  
Stoughton Utilities Electric System Supervisor Ryan Jefferson  
Stoughton Utilities Water System Supervisor Kent Thompson  
Stoughton Utilities Wastewater System Supervisor Brian Erickson  
Stoughton Utilities & WPPI Energy Services Manager Darren Jacobson  
O'Rourke Media Publications – Stoughton Courier Hub

**REMOTE CONNECTION INSTRUCTIONS:** Pursuant to City of Stoughton Common Council Rule 19, members of the committee and members of the public may attend this meeting either in person or by virtual means. If participating virtually, please join the meeting from your computer, tablet or smartphone using the following URL:

<https://meet.goto.com/706672805>

You can also dial in using your phone at (872) 240-3412 using access code: 706-672-805.

**ATTENTION COMMITTEE MEMBERS:** Two-thirds of members are needed for a quorum. The committee may only conduct business when a quorum is present. If you are unable to attend the meeting, please contact Jill Weiss at (608) 877-7423 via email at [JWeiss@stoughtonutilities.com](mailto:JWeiss@stoughtonutilities.com), or Brian Hoops at (608) 877-7412, or via email at [BHoops@stoughtonutilities.com](mailto:BHoops@stoughtonutilities.com).

It is possible that members of, and possibly a quorum of members of other committees of the Common Council of the City of Stoughton may be in attendance at this meeting to gather information. No action will be taken by any such group(s) at this meeting other than the Stoughton Utilities Committee consisting of the members listed above. An expanded meeting may constitute a quorum of the Common Council.

Upon reasonable notice, efforts will be made to accommodate the needs of individuals through appropriate aids and services. For information, or to request such assistance, please contact Stoughton Utilities prior to the start of the meeting at (608) 873-3379.

Current and past Stoughton Utilities Committee documents, including meeting notices, meeting packets, and meeting minutes, are available for public download at [stoughtonutilities.com/uc](http://stoughtonutilities.com/uc).