

DRAFT STOUGHTON UTILITIES COMMITTEE REGULAR MEETING MINUTES

Monday, April 16, 2018 – 5:00 p.m.

Stoughton, WI

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Location: Edmund T. Malinowski Board Room
Stoughton Utilities Administration Office
600 South Fourth Street
Stoughton, Wisconsin, 53589

Members Present: Citizen Member Kym Ackerman, Alderperson Matt Bartlett, Alderperson Michael Engelberger, Citizen Member David Erdman, Citizen Member John Kallas, Alderperson Pat O'Connor, Mayor Donna Olson

Excused: None

Absent: None

Others Present: Stoughton Utilities Finance Manager Jamin Friedl, CPA, Stoughton Utilities Director Robert Kardasz, P.E., Stoughton Utilities Operations Specialist Martin Seffens

Call to Order: Mayor Donna Olson called the Regular Stoughton Utilities Committee Meeting to order at 5:00 p.m.

Utilities Committee Consent Agenda: Stoughton Utilities staff presented and discussed the Stoughton Utilities Committee consent agenda items. Discussion followed.

Motion by Alderperson Michael Engelberger, the motion seconded by Citizen Member Kym Ackerman, to approve the following consent agenda items as presented: Stoughton Utilities Payments Due List Report, Draft Minutes of the March 19, 2018 Regular Utilities Committee Meeting, Stoughton Utilities February 2018 Financial Summary, Stoughton Utilities February 2018 Statistical Report, Stoughton Utilities March 2018 Activities Report, Utilities Committee Annual Calendar, Communications. The motion carried unanimously 7 to 0.

Status of the Utilities Committee recommendation(s) to the Stoughton Common Council: Stoughton Utilities staff presented and discussed the following items from the Stoughton Utilities Committee that were approved and/or placed on file by the Stoughton Common Council:

- Stoughton Utilities Payments Due List Report
- Stoughton Utilities Committee February 19, 2018 Meeting Minutes
- Stoughton Utilities January 2018 Financial Summary
- Stoughton Utilities January 2018 Statistical Report
- Ordinance to amend Chapter 74 of the City of Stoughton Code of Ordinances, relating to utilities and sewer use
- Stoughton Utilities 2017 audit reports and management letter

Stoughton Electric Utility Annual Report filed with the Public Service Commission of Wisconsin: Stoughton Utilities staff presented and discussed the Stoughton Electric Utility Annual Report filed with the Public Service Commission of Wisconsin. Discussion followed.

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Stoughton Water Utility Annual Report filed with the Public Service Commission of Wisconsin: Stoughton Utilities staff presented and discussed the Stoughton Water Utility Annual Report filed with the Public Service Commission of Wisconsin. Discussion followed.

Invitation to attend a WPPI Energy Regional Power Dinner meeting: Stoughton Utilities staff presented and discussed an upcoming dinner meeting being hosted by WPPI Energy, open to utility staff and governing officials. If a quorum of the Utilities Committee may be present, the appropriate public notice will be posted as required by law. Discussion followed.

Regulatory operating income compared to Generally Accepted Accounting Principles (GAAP): Stoughton Utilities staff provided an educational presentation on the differences of regulatory operating income compared to GAAP. Discussion followed.

Proposed position description for Utilities Water System Supervisor: Stoughton Utilities staff presented and discussed the proposed position description for the Utilities Water System Supervisor, emphasizing that there are funds available for the fiscal impact to be determined. Discussion followed.

Motion by Alderperson Matt Bartlett, the motion seconded by Citizen Member David Erdman, to approve the proposed position description for the Utilities Water System Supervisor at a compensation wage scale to be determined by the Stoughton Human Resources and Risk Management Director, and recommend its approval to the Stoughton Personnel Committee and the Stoughton Common Council. The motion carried unanimously 7 to 0.

Proposal to fill the vacant Electric System Supervisor position: Stoughton Utilities staff presented and discussed the vacant Electric System Supervisor position and the utility's desire to fill the position at this time, emphasizing that there are funds available for the fiscal impact to be determined. Discussion followed.

Motion by Alderperson Michael Engelberger, the motion seconded by Citizen Member John Kallas, to approve the request to fill the vacant Electric System Supervisor position at a compensation wage scale to be determined by the Stoughton Human Resources and Risk Management Director, and recommend approval to the Stoughton Personnel Committee and the Stoughton Common Council. The motion carried unanimously 7 to 0.

Utilities Committee future agenda items: Committee reorganization. Presentation of the proposed tax-stabilization dividends and anticipated fund transfers to the City of Stoughton. Discussion regarding the potential rate impacts of overhead to underground electric system reconstruction.

Adjournment: Motion by Alderperson Pat O'Connor, the motion seconded by Alderperson Michael Engelberger, to adjourn the Regular Stoughton Utilities Committee Meeting at 5:20 p.m. The motion carried unanimously 7 to 0.

Respectfully submitted

Brian R. Hoops
Stoughton Utilities Assistant Director