

STOUGHTON UTILITIES COMMITTEE REGULAR MEETING MINUTES

Monday, December 20, 2021 – 5:00 p.m.

Stoughton, WI

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Location: Online Attendance: GoToMeeting ID 604-644-797

Members Present: Citizen Member David Erdman (Chair), Alderperson Ben Heili, Alderperson Regina Hirsch, Citizen Member John Kallas (Vice-Chair), Mayor Tim Swadley, Citizen Member Dustin Thoren

Excused: Alderperson Rachel Venegas

Absent: None

Others Present: Stoughton Utilities Assistant Director Brian Hoops, Stoughton Utilities Finance Manager Shannon Statz, WPPI Energy Services Manager Amy Wanek, Stoughton Utilities Director Jill Weiss

Call to Order: Chairperson Erdman called the regular Stoughton Utilities Committee Meeting to order at 5:00 p.m.

The chair introduced Stoughton Utilities Finance Manager Shannon Statz to the committee.

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

Staff highlighted several thank you letters that were received from customers following the replacement of their lead service lines, SU's designation as a Smart Energy Provider by the American Public Power Association for its commitments to energy efficiency and sustainability, and SU's ranking in the top 10 electric utilities in the nation for its green power program customer participation rate.

Motion by Heili, the motion seconded by Hirsch to approve the following consent agenda items as presented:

- a. Draft Minutes of the September 20, 2021 Regular Utilities Committee Meeting
- b. Draft Minutes of the December 13, 2021 Regular Utilities Committee Meeting
- c. Stoughton Utilities September Payments Due List Report
- d. Stoughton Utilities October Payments Due List Report
- e. Stoughton Utilities November Payments Due List Report
- f. Stoughton Utilities August Financial Summary
- g. Stoughton Utilities September Financial Summary
- h. Stoughton Utilities October Financial Summary
- i. Stoughton Utilities Statistical Report
- j. Stoughton Utilities Activities Report
- k. Communications

The motion carried unanimously 6 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:

Consent Agenda:

1. Minutes of the August 16, 2021 Regular Utilities Committee Meeting

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2. Stoughton Utilities August Payments Due List Report
3. Stoughton Utilities July Financial Summary
4. Stoughton Utilities July Statistical Report

Discussion followed.

Status Update: Lead Service Line Replacement Program: Stoughton Utilities staff presented and discussed recent efforts that have occurred as part of the ongoing 2021 citywide lead service line replacement project of public and privately-owned lead service lines. Staff informed the committee that all construction efforts have been completed by the contractor, and that lead service lines were replaced at 703 parcels, including the replacement of 340 publicly owned and 653 privately owned lead service lines. Following the completion of this project, there are now zero known lead service lines remaining in the City of Stoughton.

Staff further informed the committee that all lawn, sidewalk, and asphalt restoration work has been completed, and SU staff continues to work with the contractor to process all pay requests for work completed and submit grant reimbursement requests to the Wisconsin DNR for 2021 funding. At this time, the project is projected to be completed under budget and within the total grant amount awarded by the Wisconsin DNR. Discussion followed.

Stoughton Utilities Proposed 2022 Budget and Five Year (2022 – 2026) Capital Improvement Projects

(CIP) Plan: Stoughton Utilities staff presented and discussed the proposed 2022 Stoughton Utilities budget. Discussion followed. Stoughton Utilities staff presented and discussed the proposed 2022 five-year (2022-2026) Capital Improvement Projects (CIP) Plan. Discussion followed.

Motion by Hirsch, the motion seconded by Kallas, to approve the Stoughton Utilities 2022 budget and the Stoughton Utilities 2022 five-year (2022-2026) Capital Improvement Projects (CIP) Plan and recommend approval to the Stoughton Common Council at their December 28, 2021 meeting. The motion carried unanimously 6 to 0.

Authorizing the Partial Release (From 12' to 10') of a Platted Public Utility Easement on Lot 157 of Nordic Ridge Plat, recorded as Document No. 4613105, Dane County Registry:

Stoughton Utilities staff presented and discussed a request received from the developer of Lot 157 of Nordic Ridge (1408 Nordland Drive) to partially release a platted public utility easement. This partial release will consist of decreasing the existing recorded easement along the south property boundary by two feet, from a 12-foot width to a 10-foot width.

Staff informed the committee that Stoughton Utilities has no existing utility infrastructure located within the platted easement, that the proposed partial release has been reviewed by Stoughton Utilities staff and has been determined to be acceptable to the utility, and that the proposed partial release has been reviewed by the Stoughton City Attorney and determined to be correct in form. Discussion followed.

Motion by Kallas, the motion seconded by Heili, to approve the partial release (from 12' to 10') of a platted public utility easement on Lot 157 of Nordic Ridge Plat, recorded as Document No. 4613105, Dane County Registry, and recommend approval of the amendment to the easement to the Stoughton Common Council. The motion carried unanimously 6 to 0.

2021 Public Power Week Community Outreach Event Summary: Stoughton Utilities staff presented and discussed our recent Public Power Week scavenger hunt customer outreach program. On Monday, Wednesday, and Friday during the week, SU published clues directing participants to a secret Stoughton location where customers could photograph themselves next to a SU face cutout board and submit the photos to SU. On

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Tuesday and Thursday, we offered a trivia question where customers can call or email with the correct answer. Staff provided the committee with the daily clues and their answers, and a sampling of participant photos and customer feedback. Discussion followed.

Utilities Committee Future Agenda Items: Stoughton Utilities staff informed the committee that upcoming meeting topics include approval of a reimbursement agreement for legal and engineering service expenses incurred by SU for customer-driven projects and developments, and the annual uncollectible debt account write offs. Discussion followed.

Adjournment: Being no further business before the committee, the Chair adjourned the regular Stoughton Utilities Committee Meeting at 6:04 p.m.

Respectfully submitted

Brian R. Hoops

Stoughton Utilities Assistant Director