

STOUGHTON UTILITIES COMMITTEE REGULAR MEETING MINUTES

Monday, July 18, 2022 – 5:30 p.m.

Stoughton, WI

Page No. 1

Location: Edmund T. Malinowski Board Room, Stoughton Utilities Administration Office
600 South Fourth Street, Stoughton, Wisconsin
Optional Virtual Participation: GoToMeeting ID 461-497-269

Members Present: Citizen Member David Erdman (Chair), Alderperson Regina Hirsch, Citizen Member John Kallas, Alderperson Joyce Tikalsky, Citizen Member Dustin Thoren

Excused: None

Absent: Alderperson Fred Hundt, Mayor Tim Swadley

Others Present: Jodi Dobson of Baker Tilly US, LLP, Stoughton Utilities Finance Manager Shannon Statz, Stoughton Utilities Director Jill Weiss

Call to Order: Chairperson Erdman called the regular Stoughton Utilities Committee Meeting to order at 5:30 p.m. with a quorum present. Kallas was present in person, and Erdman, Hirsch, Tikalsky, and Thoren were present by webinar.

Public Comments: None.

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

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

- a. Draft Minutes of the June 27, 2022 Regular Utilities Committee Meeting
- b. Stoughton Utilities Payments Due List Report
- c. Stoughton Utilities May Financial Summary
- d. Stoughton Utilities Statistical Report
- e. Stoughton Utilities Activities Report
- f. Communications

The motion carried unanimously 5 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 recently approved and/or placed on file by the Stoughton Common Council:

Consent Agenda:

1. Minutes of the May 16, 2022 Regular Utilities Committee Meeting
2. Stoughton Utilities Payments Due List Report
3. Stoughton Utilities April Financial Summary
4. Stoughton Utilities Statistical Report

STOUGHTON UTILITIES COMMITTEE REGULAR MEETING MINUTES

Monday, July 18, 2022 – 5:30 p.m.

Stoughton, WI

Page No. 2

Business:

1. Stoughton Wastewater Utility 2022 Rate Adjustment
2. Wastewater 2021 Compliance Maintenance Annual Report (CMAR)

Discussion followed.

Stoughton Utilities 2021 Audit Reports and Management Letter: City of Stoughton staff introduced Ms. Jodi Dobson from Baker Tilly US, LLP, who presented the Stoughton Utilities 2021 Audit Reports and Management Letter. Discussion followed. Erdman explained to the committee that he would abstain from any discussion and vote.

Motion by Thoren, the motion seconded by Kallas, to acknowledge receipt of the Stoughton Utilities 2021 audit reports and management letter and recommend the Stoughton Common Council accept receipt of the audit reports and management letter, and adopt the accompanying resolution. The motion carried 4 to 0, with Erdman abstaining.

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

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

Execution of the Wisconsin Department of Natural Resources (DNR) Financial Assistance Agreement: Stoughton Utilities staff presented and discussed the Financial Assistance Agreement (FAA) associated with the loan to be provided by State of Wisconsin Safe Drinking Water Loan Program (SDWLP) to fund the public costs associated with the 2021 lead service line replacement project. The SDWLP loan award has a tentative closing date of August 10, 2022. Discussion followed.

Motion by Kallas, the motion seconded by Hirsch, to approve the execution of the State of Wisconsin Safe Drinking Water Loan Program Financial Assistance Agreement between the State of Wisconsin Department of Natural Resources and Department of Administration and the City of Stoughton, and recommend execution of the agreement to the Stoughton Common Council. The motion carried unanimously 5 to 0.

Resolution Authorizing the Issuance and Sale of up to \$1,659,096 Waterworks System revenue Bonds, Series 2022, and Providing for Other Details and Covenants with Respect Thereto: Stoughton Utilities staff presented and discussed the resolution associated with the loan to be provided by State of Wisconsin Safe Drinking Water Loan Program (SDWLP) to fund the public costs associated with the 2021 lead service line replacement project. Discussion followed.

Motion by Hirsch, the motion seconded by Thoren, to approve the Resolution Authorizing the Issuance and Sale of up to \$1,659,096 Waterworks System revenue Bonds, Series 2022, and Providing for Other Details and Covenants with Respect Thereto, and recommend approval of the resolution to the Stoughton Common Council. The motion carried unanimously 5 to 0.

Wisconsin Department of Transportation State/Municipal Financial Agreement: Stoughton Utilities staff presented and discussed a proposed cost sharing agreement between the City of Stoughton and the Wisconsin

STOUGHTON UTILITIES COMMITTEE REGULAR MEETING MINUTES

Monday, July 18, 2022 – 5:30 p.m.

Stoughton, WI

Page No. 3

Department of Transportation related to a project to reconstruct US Highway 51 / West Main Street from Harrison Street to Roby Road. Staff explained that Stoughton Utilities will be replacing the water main and sanitary sewer, including completing the project design and engineering, and funding associated construction costs, mobilization, and project oversight. The proposed financial agreement defines the project scope and state vs. utility financial obligations. It was requested that the committee review the portion of the financial agreement relevant to the aspects of the agreement that would affect Stoughton Utilities financial obligations. Staff informed the committee that the costs provided were estimates, and actual costs will be determined once the project is bid. Discussion followed.

Motion by Hirsch, the motion seconded by Kallas, to approve the utility-related aspects of the financial agreement, and recommend acceptance of the agreement to the Stoughton Common Council. The motion carried unanimously 5 to 0.

Stoughton Utilities Round-Up Program: Stoughton Utilities staff presented and discussed the Stoughton Utilities Round-Up Program. A brief description and history of staff's efforts to recruit new organizations to apply for funding was provided to the committee. Staff informed the committee that customer participation in the option program had increased 5% in the first half of 2022. This is the first of two donations to be made using 2022 program funding, with an applicant pool of 12 local non-profit organizations. Discussion followed.

Motion by Thoren, the motion seconded by Kallas, to donate \$1,000 from the Stoughton Utilities Round-Up Program fund to the Stoughton Lions Club. The motion carried unanimously 5 to 0.

Utilities Committee Future Agenda Items: Stoughton Utilities staff informed the committee that upcoming meeting topics include the 2023 operating budget and five-year Capital Improvement Plan (CIP), interest from a cell tower company in placement of communications antennas on a water tower, and the strategic realignment plan.

Adjournment: Being no further business before the committee, motion by Hirsch, the motion seconded by Thoren, to adjourn the regular Stoughton Utilities Committee Meeting at 6:04 p.m. The motion carried unanimously 5 to 0.

Respectfully submitted,

Brian R. Hoops

Stoughton Utilities Assistant Director