

# OFFICIAL NOTICE AND AGENDA

There will be a Regular meeting of the City of Stoughton Utilities Committee on Monday, March 16, 2015 to be held at 5:00 p.m. in the Edmund T. Malinowski Board Room of the Stoughton Utilities Administration Office in the Stoughton Utilities Building, 600 S. Fourth Street, Stoughton, WI 53589.

## AGENDA:

Call To Order.

Stoughton Utilities Committee 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.) **(Action.)**

- a) Stoughton Utilities Payments Due List Report.
- b) Draft Minutes of the February 16, 2015 Regular Stoughton Utilities Committee Meeting.
- c) Stoughton Utilities January 2015 Financial Summary.
- d) Stoughton Utilities January 2015 Statistical Information.
- e) Stoughton Utilities Communications.
- f) Stoughton Utilities Committee Annual Calendar.
- g) Stoughton Utilities February 2015 Activities Report.

## BUSINESS:

1. Status of the Stoughton Utilities Committee Recommendation(s) to the Stoughton Common Council. **(Discussion.)**
2. Stoughton Utilities Proposed Updated Position Descriptions For The Utilities Accountant II, Utilities Accounts Collections Technician, Utilities Customer Service Technician, Utilities GIS Analyst, Utilities Water/Wastewater Operator/Meter Technician and the Utilities Water Operator I. **(Action.)**
3. Stoughton Utilities Customer Service Technician Position. **(Action.)**
4. Stoughton Utilities Declarations of Official Intent Nos. 2015-1 Through 2015-3. **(Action.)**
5. Stoughton Utilities 2014 Annual Water Consumer Confidence Report (CCR) To Our Water Consumers. **(Discussion.)**
6. Stoughton Utilities Electric and Water Utilities Annual Reports To The Wisconsin Public Service Commission (WPSC). **(Discussion.)**
7. Stoughton Utilities Committee Future Agenda Item(s). **(Discussion.)**

## ADJOURNMENT:

Mayor Donna L. Olson, Chairperson  
Stoughton Utilities Committee  
March 10, 2015

## Notices Sent To:

Mayor Donna L. Olson, Chairperson  
Aldersperson Eric Hohol, Vice-Chairperson and Common Council Liaison  
Aldersperson Thomas Majewski  
Aldersperson Elvin (Sonny) Swangstu, Alternate Common Council Liaison  
Stoughton Utilities Committee Citizen Member David Erdman  
Stoughton Utilities Citizen Member John D. Kallas  
Stoughton Utilities Citizen Member Alan Staats  
Stoughton Utilities Operations Superintendent Sean Grady  
Stoughton Utilities Director Robert P. Kardasz, P.E.

cc: Stoughton Common Council Members  
Stoughton City Attorney Matthew P. Dregne  
Stoughton Utilities Wastewater System Supervisor Brian G. Erickson  
Stoughton Utilities Billing and Consumer Services Technician Erin N. Goldade  
Stoughton Utilities Engineering Technician Scott S. Grady  
Stoughton Utilities Technical Operations Supervisor Brian R. Hoops  
Stoughton Utilities Finance and Administrative Manager Kim M. Jennings, CPA  
Stoughton City Clerk Lana Kropf  
Stoughton Utilities Lead Lineman John V. McLain  
Stoughton Utilities and WPPI Energy Energy Services Representative Cory Neeley  
Stoughton Utilities and Municipal Electric Utilities of Wisconsin Safety Coordinator Andrew Paulson  
Stoughton Leadership Team  
Oregon Observer, Stoughton Newspapers and Wisconsin State Journal

**IMPORTANT: FIVE MEMBERS ARE NEEDED FOR A QUORUM:** If a Stoughton Utilities Committee member encounters a situation that may affect your scheduled participation, please contact Robert Kardasz or Sean Grady at 877-7423 or 877-7416 respectively prior to 5:00p.m. or via email at [bkardasz@stoughtonutilities.com](mailto:bkardasz@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 the above-mentioned meeting to gather information. No action will be taken by any such group(s) at the above-mentioned meeting other than the Stoughton Utilities Committee consisting of Mayor Donna Olson, Alderperson Eric Hohol, Alderperson Thomas Majewski, Alderperson Elvin (Sonny) Swangstu, Citizen Member David Erdman, Citizen Member John Kallas, and Citizen Member Alan Staats.

Please note that items taken on the Consent Agenda will not be discussed. Any individual Stoughton Utilities Committee member may request an item be removed from the consent.

Upon reasonable notice, efforts will be made to accommodate the needs of disabled individuals through appropriate aids and services. For information or to request this service, please contact the Stoughton Utilities Director at (608) 877-7423.

An expanded meeting may constitute a quorum of the Common Council.

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