

**Utility Commission Meeting**  
**Monday, September 2, 2025**  
**6:00 PM at Utility Office Building**

Members Present: Robert Affeld, Ross Canniff, Doug Lee, Bart Coons, Dick Evans, Mayor Wegener, Nick Gahlman, Alex Smudde

Members Absent: none

Also Present: Laurie Runyan

- I. The meeting was called to order at 6:00 PM and roll call was taken. Motion by Coons/Canniff to approve the agenda. Motion carried 5-0.
- II. Motion by Coons/Lee to approve the minutes from the previous meetings. Motion by carried 5-0.
- III. Public Appearances/Comment. none
- IV. Monthly Business:
  - A. Approve Vouchers and Checks. Motion by Coons/Canniff to approve payment of WPPI Invoice for \$438,841.79 and checks of \$537,040.19. Motion carried 5-0.
  - B. Review Prior Month Income Statement.
  - C. Council Acts Affecting Utility. *None*
  - D. Consumption Loss.
  - E. Review Totals of Delinquent Customers. 14 disconnects in August; 2 are still off, 1 of them is vacant.
- V. Report of Officials:
  - A. Utility Accountant. Presented commissioners with a summary of Sensient's surge penalties and estimated expenses for the past year to show that revenues are covering the expenses incurred. Utility office, WWTP and DPW were without internet today so we couldn't get on the computer system and didn't have phones; Nick found that the modem was damaged, Charter came to replace it, service was restored at 2pm.
  - B. Electric Superintendent
    1. Projects Update. ATC job: final elbow terminations were installed, had some defective elbows which set us back about a week for completion of our portion; cut over 2 services from overhead to underground; set new pole on N. Fairfield; will need to landscape a few spots from ground settling; Charter and AT&T still need to remove their lines on Home Rd, notified ATC that completion deadline of end of September is dependent upon Charter and AT&T getting done. Had MEUW safety training at Waupun. Did a service entrance upgrade at 235 Victory. Installed temporary service at 640 E Center for a garage addition. Shop roof has been replaced and office painting completed. Two streetlight poles temporarily removed on E Oak Grove have been put back up, had to replace concrete footing and bolts for one, will bill City. Had GIS training, inspecting systems for OpenPoint CPR records. All shoebox style light fixtures have been converted to LED. MEUW district dinner will be Tuesday, 9/23 in Hartford if anyone is interested in attending. Will be preparing budget numbers for next month's meeting.
  - C. Water/Wastewater Superintendent

1. Review, discuss, and possibly approve engineering services for WWTP disinfection project. No decision made. Commission directed to continue taking samples and to call engineering firms' references. Take action next meeting.
2. Projects Update. Built a small model of a hydrant and water service for Nat'l Night Out. Received a new load of RE300. Bytec cleaned the influent wet wells so Dorner could service the valves; valves were too old to rebuild so we'll be getting a change order credit; replacements will be paid for from the DNR replacement fund. Total Energy removed the LP tank; we will demo and restore the area. WWTP project is complete except for some cleaning, labeling and O&M manual work. Replaced water valve boxed and adjusted manholes on E Oak Grove and Western Ave prior to paving being done. Flows went up about 30% for roughly 2 weeks because of wet weather; we investigated the Goose Park subdivision since these homes had issues with groundwater for a long time, we had Beaver Plumbing televise a section of pipe and found water coming in the lateral of 551/553 E Hyland; looked as though the builder had cut open the drain line in the shower rough-in in each of their basements, we capped both of these while onsite; liftstation cycles have decreased from 54 cycles/day to 4 cycles/day. Sensient is claiming that our new flow meter is reading 20% higher than theirs, so they are hiring the company we use to have their metering equipment checked; if nothing is wrong, they intend to get legal involved. The block heater in the generator at WWTP was replaced under warranty.

VI. President: 1. Nothing to report.

VII. Mayoral Comments: Nehls farm is looking to tile their field which will help Wild Goose Park. Need to know where to have water discharge.

VIII. Motion by Affeld/Coons to go into closed session at 7:29pm as per §19.85 (1) (c) Considering employment, promotion, compensation, or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility. Canniff AYE, Coons AYE, Evans AYE, Lee AYE, Affeld AYE.

IX. Motion by Evans/Coons to reconvene to open session at 7:57pm as per §19.85 (2) and disclose findings if any. Canniff AYE, Coons AYE, Evans AYE, Lee AYE, Affeld AYE.

1. Motion by Coons/Lee to confirm the Electric Apprentice wages are based on 100% of Journeyman wages. Motion carried 5-0.
2. Motion by Evans/Canniff to confirm raises to begin 1<sup>st</sup> pay period of the year. Motion carried 5-0.
3. No decision on compensation or status.

X. Old Business: none

VI. New Business: none

Motion by Coons/Canniff to adjourn meeting at 7:58 pm. Motion carried 5-0.

Minutes recorded by: Laurie Runyan / Robert Affeld