

**Minutes of a Regular Meeting of the
Waupun Utilities Commission
Monday, March 10, 2014**

The meeting was called to order by President Buchholz at 4:00 p.m.

Commissioners Buchholz, Heeringa, Homan, Johnson, Kaczmariski, Mielke and Thurmer were present.

On motion by Heeringa, seconded by Thurmer and unanimously carried, minutes of the February 10, 2014, Regular Meeting were approved as presented.

On motion by Homan, seconded by Johnson and unanimously carried, bills for February 2014 were approved as presented.

Business/Finance Manager Oosterhouse presented January 2014 financial results. Electric operating income was \$83,200 or \$42,100 above budget on lower purchased power, distribution, and customer account expenses. Sewer operating income was \$32,000 or \$18,000 above budget on lower maintenance and administrative and general expense. Water operating income was \$69,000 or \$4,000 above budget on lower system maintenance expenses and lower administrative and general expenses. The long-term investment portfolio recognized a net gain of \$22,000. On motion by Thurmer, seconded by Kaczmariski and unanimously carried, the January 2014 financial report was approved as presented.

Posthuma presented an electric crew update and general utility information. The electric crew assisted the water/sewer crew with weather related system issues the past month. They will spend March and April working on tree trimming maintenance.

Posthuma attended the Wisconsin Municipal Utilities Legislative Day at the State Capital on February 18th. Manager reported on several important legislative bills with impact on the electric, water and sewer utility industry.

W&S Maint/Treatment Supervisor Schramm reported extreme cold temperatures continue to cause system issues. Throughout the past month, the water and sewer crew dealt with 4 water main breaks, 12 frozen services, and a 100' section of sewer main frozen due to shallow depth in an area of high ledge rock. A contractor was called in to thaw the frozen sewer main, and crews will monitor the main until frost comes out. Schramm reported the water and wastewater treatment plants are operating normally despite extreme temperatures. Crane Engineering completed their annual preventative maintenance program for all pumps at the WWTP.

Eric Meyers, American Transition Company (ATC), presented background information for the possible acquisition of Waupun Utilities' transmission line assets. Waupun Utilities owns a 69,000 volt transmission line throughout the outskirts of the city and leading to its substations. Eric answered questions from commissioners, and Business/Finance Manager Oosterhouse presented rate impact information comparing future costs if the utility retains the 69kV transmission line versus the sale of assets to ATC. Motion made by Thurmer, in concept, to accept the proposal presented to the commission to sell 69kV transmission line assets to American Transition Company (ATC), authorizing manager to obtain a letter of intent, with the sale subject to final commission approval of the offer. Motion seconded by Homan, and unanimously carried.

Construction bid information was reviewed for 2014 street and water/wastewater reconstruction. The city is invoiced for all work provided within the bid for city streets and storm sewer. Motion made by Johnson, seconded by Kaczmariski and unanimously carried, to approve the 2014 street reconstruction bid from Forest Landscaping, in the amount of \$1,107,842, with a change order of \$213,266 reducing the total bid amount to \$894,576. The utilities' approximate portion of the contract is \$298,834 and the city's approximate portion is \$595,742.

On motion by Thurmer, seconded by Mielke and unanimously carried, the meeting was adjourned at 5:40 p.m.

Next regular commission meeting scheduled for April 14, 2014.

Nancy Oosterhouse
Mapping/Admin Coordinator