

**Minutes of a Regular Meeting of the
Waupun Utilities Commission
Monday, December 10, 2018**

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

Commissioners Gerritson, Heeringa, Homan, Kaczmariski, Mielke, Thurmer, and Westphal were present.

Motion made by Thurmer, seconded by Homan and unanimously carried, to approve the minutes from the November 12, 2018, regular meeting.

On motion by Gerritson, seconded by Kaczmariski and unanimously carried, bills for the month of November 2018 were approved as presented.

General Manager Posthuma reported the electric crew is working on LED streetlight fixtures and system inspections. During the winter months, the crew will focus on tree trimming.

General Manager Posthuma made note that the Waupun Common Council passed the resolution for the 3.89% sewer rate increase, effective January 1, 2019.

Water & Sewer Maint/Treatment Supervisor reported the crew continues to work on locating and repairing water distribution leaks. The fall biosolids land application is complete at the wastewater treatment facility.

Finance Director Oosterhouse presented an overview of November 2018 year-to-date financial results. Electric operating income was \$389,400 or \$182,400 above budget on higher gross margins on electric sales and lower operating expenses. Water operating income was \$653,900 or \$53,200 above budget on higher operating revenues and lower expenses. Sewer operating income was \$362,200 or \$186,000 above budget on higher operating revenues. On motion by Thurmer, seconded by Kaczmariski, the November 2018 year-to-date financial report was approved as presented.

Report was made on a 2017 Waupun electric utility benchmark study prepared by WPPI Energy. The study provides history and comparison to other electric utilities similar in size. The report examines key financial and operating indicators which provide a tool to measure electric utility performance. The benchmarking results indicate the electric utility is financially sound and performing well.

Water & Sewer Maint/Treatment Supervisor reported statistics on water loss for the past 5 years. The use of water leak detection devices has reduced the amount of water loss by over 15%. Being proactive and using new technology to detect water leaks adds up to energy and chemical savings, and also increased water plant capacity.

Discussion held on the grant and loan proceeds awarded and available to Waupun's sewer utility. Sewer funds set apart in reserves as part of the grant application process will not be required as part of the funding. Motion made by Thurmer, and seconded by Homan, to approve Resolution 12-10-2018-2 dissolving the wastewater treatment plant capital improvement account. Motion carried unanimously.

On motion by Homan, seconded by Thurmer and unanimously carried, the meeting was adjourned at 4:45 p.m.

The next commission meeting is scheduled on January 14, 2019, at 4:00 p.m.

Nancy Oosterhouse
Mapping/Admin Coordinator