



OFFICIAL NOTICE AND AGENDA

Notice is hereby given that the City of Stoughton Utilities Committee will hold a regular meeting on the date and at the time and location given below.

Meeting of: **CITY OF STOUGHTON UTILITIES COMMITTEE**
Date/Time: Tuesday, January 16, 2018 at 5:00 p.m.
Location: Edmund T. Malinowski Board Room, Stoughton Utilities Administration Office
600 South Fourth Street, Stoughton, Wisconsin
Members: Mayor Donna Olson (Chair), Alderperson Matt Bartlett, Alderperson Michael Engelberger (Vice-Chair), Alderperson Pat O'Connor, Citizen Member Kym Ackerman, Citizen Member David Erdman, Citizen Member John Kallas

AGENDA:

CALL TO ORDER

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.)

- a. Stoughton Utilities Payments Due List Report
- b. Draft Minutes of the October 16, 2017 Regular Utilities Committee Meeting
- c. Stoughton Utilities September 2017 Financial Summary
- d. Stoughton Utilities October 2017 Financial Summary
- e. Stoughton Utilities November 2017 Financial Summary
- f. Stoughton Utilities September 2017 Statistical Report
- g. Stoughton Utilities October 2017 Statistical Report
- h. Stoughton Utilities November 2017 Statistical Report
- i. Stoughton Utilities October 2017 Activities Report
- j. Stoughton Utilities November 2017 Activities Report
- k. Stoughton Utilities December 2017 Activities Report
- l. Utilities Committee Annual Calendar
- m. Communications

OLD BUSINESS

1. Status of the Utilities Committee recommendation(s) to the Stoughton Common Council **(Discussion)**
2. Draft Wisconsin Department of Natural Resources (DNR) Wisconsin Pollutant Discharge Elimination System (WPDES) wastewater treatment facility permit **(Discussion)**

NEW BUSINESS

3. Resignation of Utilities Committee Citizen Member Alan Staats **(Discussion)**
4. Stoughton Utilities RoundUp Program **(Action)**
5. Personnel status **(Discussion)**
6. Proposed position description for Utilities Water System Supervisor **(Action)**
7. Staffing plan and needs assessment **(Discussion)**
8. Utilities Committee future agenda item(s) **(Discussion)**

ADJOURNMENT

Notices Sent To:

Stoughton Utilities Committee Members
Stoughton Utilities Director Robert P. Kardasz, P.E.
Stoughton Utilities Assistant Director Brian Hoops

cc: Stoughton City Attorney Matthew Dregne
Stoughton Common Council Members
Stoughton Deputy City Clerk Kelli Krcma
Stoughton Leadership Team
Stoughton Utilities Wastewater System Supervisor Brian Erickson
Stoughton Utilities Finance Manager Jamin Friedl, CPA
Stoughton Utilities Operations Superintendent Sean Grady
Unified Newspaper Group - Stoughton Courier Hub

ATTENTION COMMITTEE MEMBERS: Two-thirds of members are needed for a quorum. The committee may only conduct business when a quorum is present. If you are unable to attend the meeting, please contact Robert Kardasz or Brian Hoops via telephone at (608) 877-7423 or (608) 877-7412 respectively, or via email at RKardasz@stoughtonutilities.com or BHoops@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 this meeting to gather information. No action will be taken by any such group(s) at this meeting other than the Stoughton Utilities Committee consisting of the members listed above. An expanded meeting may constitute a quorum of the Common Council.

Upon reasonable notice, efforts will be made to accommodate the needs of disabled individuals through appropriate aids and services. For information, or to request such assistance, please contact Stoughton Utilities at (608) 873-3379.

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