

STOUGHTON UTILITIES COMMITTEE REGULAR MEETING MINUTES

Monday, May 20, 2012 – 5:02 p.m.

Edmund T. Malinowski Board Room

Stoughton Utilities Administration Office

600 S. Fourth St.

Stoughton, Wisconsin

Members Present: Citizen Member David Erdman, Citizen Member Jonathan Hajny, Alderperson Eric Hohol, Alderperson Paul Lawrence, Mayor Donna Olson, and Citizen Member Alan Staatz.

Excused: None.

Absent: Alderperson Elvin (Sonny) Swangstu.

Others Present: Stoughton Utilities Finance and Administrative Manager Kim Jennings, CPA, and Stoughton Utilities Director Robert Kardasz, P.E.

Call To Order: Mayor Donna Olson called the regular Stoughton Utilities Committee Meeting to order at 5:02 p.m. and welcomed Alderperson Paul Lawrence to the Utilities Committee.

Stoughton Utilities Committee Consent Agenda: Stoughton Utilities Director Robert Kardasz presented and discussed the Stoughton Utilities Committee Meeting Consent Agenda Items. Discussion Followed. Mr. Kardasz recommended Utilities Committee member participation in the June 6, 2013 WPPI Energy Orientation in Sun Prairie and the June 11, 2013 tour of the Richland Center industrial wastewater treatment and renewable energy facility. Discussion followed. Motion by Alderperson Paul Lawrence, the motion seconded by Alderperson Eric Hohol, to approve the following consent agenda items as presented: Stoughton Utilities Payments Due List, Draft Minutes of the April 15, 2013 Regular Stoughton Utilities Committee Meeting, Stoughton Utilities March 2013 Financial Summary, Stoughton Utilities March 2013 Statistical Information, Stoughton Utilities Communications, Stoughton Utilities Committee Annual Calendar, and the Stoughton Utilities April 2013 Activities Reports. The motion carried unanimously.

Citizen Member Jonathan Hajny joined the Stoughton Utilities Committee Meeting at 5:07 p.m.

STOUGHTON UTILITIES COMMITTEE REGULAR MEETING MINUTES

Monday, May 20, 2013 – 5:02 p.m.

Stoughton, WI

Page No. 2

Stoughton Utilities Committee Chairperson And Vice-Chairperson Election:

Stoughton Utilities Director Robert Kardasz presented and discussed the Stoughton Utilities Committee Chairperson and Vice-Chairperson election process. Discussion followed. Motion by Alderperson Eric Hohol, the motion seconded by Citizen Member Alan Staatz, to nominate Mayor Donna Olson as the Stoughton Utilities Committee Chairperson. Discussion followed. The motion carried unanimously.

Discussion followed. Motion by Alderperson Paul Lawrence, the motion seconded by Citizen Member Jonathan Hajny, to nominate Alderperson Eric Hohol as the Stoughton Utilities Committee Vice-Chairperson. Discussion followed. The motion carried unanimously.

Stoughton Utilities Committee Liaison and Alternate Liaison To The Stoughton Common Council Election:

Mayor Donna Olson presented and discussed the Stoughton Utilities Committee Liaison and Alternate Liaison to the Stoughton Common Council election process. Discussion followed. Motion by Alderperson Paul Lawrence, the motion seconded by Citizen Member David Erdman, to nominate Alderperson Eric Hohol as the Stoughton Utilities Committee Liaison to the Stoughton Common Council. Discussion followed. The motion carried unanimously.

Discussion followed. Motion by Citizen Member David Erdman, the motion seconded by Alderperson Eric Hohol, to nominate Alderperson Paul Lawrence as the Stoughton Utilities Committee Alternate Liaison to the Stoughton Common Council. Discussion followed. The motion carried unanimously.

Stoughton Utilities Committee Monthly Meeting Date And Time Designation:

Stoughton Utilities Director Robert Kardasz presented and discussed the Stoughton Utilities Committee monthly meeting date and time designation and explained that keeping the Monday monthly meeting date between the two regularly schedule Stoughton Common Council Meetings held on the second and fourth Tuesdays of the month allowed business to receive Stoughton Common Council action at their second regularly scheduled Tuesday meeting of the month. Discussion followed. Motion by Alderperson Eric Hohol, the motion seconded by Citizen Member Jonathan Hajny to designate the regularly scheduled monthly Stoughton Utilities Committee Meeting to be held on the Monday between the two regularly scheduled Stoughton Common Council Meetings on the second and fourth Tuesdays of the month at 5:00 p. m. The motion carried unanimously.

STOUGHTON UTILITIES COMMITTEE REGULAR MEETING MINUTES

Monday, May 20, 2013 – 5:02 p.m.

Stoughton, WI

Page No. 3

Status Of The Stoughton Utilities Committee Recommendation(s) To The Stoughton Common Council: Alderperson Eric Hohol reported that the following items recommended by the Stoughton Utilities Committee received Stoughton Common Council action:

- Stoughton Utilities Audit Report and Management Letter.
- Stoughton Utilities Proposed Electric and Water Tax Stabilization Dividends.

and the following information was accepted by the Stoughton Common Council:

- Stoughton Utilities Payments Due List.
- Stoughton Utilities Committee March 18, 2013 Regular Meeting Minutes.
- Stoughton Utilities February 2013 Financial Summaries.
- Stoughton Utilities February 2013 Statistical Worksheets.

Municipal Electric Utilities Of Wisconsin (MEUW) Governing Principles For Mutual Aid: Stoughton Utilities Director Robert Kardasz presented and discussed the MEUW Governing Principles for Mutual Aid. Discussion followed. Motion by Alderperson Eric Hohol, the motion seconded by Citizen Member Jonathan Hajny, to approve the MEUW Governing Principles for Mutual Aid and recommend their approval and the adoption of the corresponding resolution to the Stoughton Common Council on May 28, 2013. The motion carried unanimously.

Stoughton Utilities Committee Governance: Stoughton Utilities Director Robert Kardasz presented and discussed the Stoughton Utilities Committee governance. Discussion followed. Motion by Citizen Member David Erdman, the motion seconded by Alderperson Paul Lawrence for Alderperson Eric Hohol and Alderperson Paul Lawrence to assist Stoughton Utilities Director Robert Kardasz in preparing a resolution to the Stoughton Common Council delineating the responsibilities of a Stoughton Utilities Commission and those areas designated for Stoughton Common Council action. The motion carried unanimously.

Stoughton Utilities Funding Transfers To The City Of Stoughton: Stoughton Utilities Director Robert Kardasz presented and discussed the Stoughton Utilities Funding Transfers of \$909,374.00 in 2013. Discussion followed.

STOUGHTON UTILITIES COMMITTEE REGULAR MEETING MINUTES

Monday, May 20, 2013 5:02 P.M.

Stoughton, WI

Page No. 4

Presentation At The Central States Water Environment Association (CSWEA) Annual Meeting: Stoughton Utilities Director Robert Kardasz presented and discussed the CSWEA presentation on the phosphorus adaptive management option. Discussion followed.

Stoughton Utilities Committee Future Agenda Items:

- Stoughton Utilities Governance on June 17, 2013.
- Stoughton Utilities Operations Superintendent's assimilation of the Stoughton Water System Supervisor's responsibilities effective June 1, 2013 and additional compensation on June 17, 2013.
- Stoughton Utilities Committee hearings for placing delinquent utilities bills on the tax roll.
- Stoughton Utilities Financial Forecasts.

Stoughton Utilities Director Robert Kardasz presented and discussed a potential non-president setting water and sanitary sewer project that may be addressed at a future Stoughton Utilities Committee Meeting and/or a Stoughton Common Council Meeting. The project would require total annexation, an assessment schedule, timely design and construction, timely contributions in aid of construction, and timely full infrastructure use.

Adjournment: Motion by Citizen Member David Erdman, the motion seconded by Citizen Member Jonathan Hajny, to adjourn the Regular Stoughton Utilities Committee Meeting at 6:22 p.m. The motion carried unanimously.

Respectfully submitted,

Robert P. Kardasz, P.E.
Stoughton Utilities Director