

STOUGHTON UTILITIES COMMITTEE REGULAR MEETING MINUTES

Monday, August 19, 2019 – 5:30 p.m.

Stoughton, WI

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Location: Edmund T. Malinowski Board Room
Stoughton Utilities Administration Office
600 South Fourth Street
Stoughton, Wisconsin, 53589

Members Present: Citizen Member Kym Ackerman, Citizen Member David Erdman (Chair), Alderperson Ben Heili, Alderperson Greg Jenson, Mayor Tim Swadley (Vice-Chair)

Excused: Alderperson Regina Hirsch, Citizen Member John Kallas

Absent: None

Others Present: Stoughton Director of Finance & Comptroller Jamin Friedl, Stoughton Utilities Assistant Director Brian Hoops, Stoughton Utilities Energy Services Representative Cory Neeley, Stoughton Utilities Electric System Supervisor Bryce Sime, Stoughton Utilities Director Jill Weiss

Call to Order: Utilities Committee Chairperson David Erdman called the regular Stoughton Utilities Committee Meeting to order at 5:32 p.m.

Utilities Committee Consent Agenda: Stoughton Utilities staff presented and discussed the Stoughton Utilities Committee consent agenda items. City of Stoughton staff presented and discussed preliminary draft details of the proposed 2019 borrowing, and informed the committee that the final figures will be provided at the September meeting.

Motion by Ackerman, the motion seconded by Heili, to approve the following consent agenda items as presented:

- a. Draft Minutes of the July 18, 2019 Regular Utilities Committee Meeting
- b. Draft Minutes of the July 18, 2019 Special Joint Meeting of the Utilities Committee and Stoughton Public Works Committee
- c. Stoughton Utilities July Payments Due List Report
- d. Stoughton Utilities June Financial Summary
- e. Stoughton Utilities June Statistical Report
- f. Stoughton Utilities July Activities Report
- g. Communications

The motion carried unanimously 5 to 0.

Status of the Utilities Committee recommendation(s) to the Stoughton Common Council: Stoughton Utilities staff presented and discussed the following items from the Stoughton Utilities Committee that were approved and/or placed on file by the Stoughton Common Council:

Consent Agenda:

1. Minutes of the June 17, 2019 Utilities Committee Meeting
2. Stoughton Utilities June Payments Due List Report
3. Stoughton Utilities May Financial Summary
4. Stoughton Utilities May Statistical Report

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Business:

1. Amending Zoning Code Section 78-718 (3) (i) of the Stoughton Municipal Code related to the placement of fencing in utility easements

Declaration of Official Intent 2019-2: Stoughton Utilities and City of Stoughton staff presented and discussed the declaration of official intent to reimburse an expenditure with proceeds of a borrowing or borrowings authorized by the issuer. This is the second declaration for the year 2019 and preserves the ability to borrow funds up to \$900,000 for the 2020 water infrastructure project, lead meter replacements, lead service replacements, an upcoming water system study, and replacement of water service truck #23. Discussion followed.

Motion by Heili, the motion seconded by Ackerman, to approve the Declaration of Official Intent No. 2019-2. The motion carried unanimously 5 to 0.

Licensing Agreement for Communications Attachments to Utility Poles Between the City of Stoughton Utilities and TDS Metrocom, LLC: Stoughton Utilities staff presented and discussed the proposed licensing agreement. Our existing pole attachment license agreement was most recently updated in 2019 when another communications provider expanded their footprint within our service territory, and was approved by the Stoughton Utilities Committee and Common Council at that time. The agreement with TDS Metrocom, LLC is substantially the same as past agreements. Discussion followed.

Motion by Heili, the motion seconded by Jenson, to approve the Licensing Agreement for Communications Attachments to Utility Poles Between the City of Stoughton Utilities and TDS Metrocom, LLC, and recommend approval to the Stoughton Common Council. The motion carried unanimously 5 to 0

Change Order No. 1 to the 2019 Street and Utility Construction Project: Stoughton Utilities staff presented and discussed the ongoing 2019 Street and Utility Construction Project and the opportunity it provides the utility to address the ongoing problem of clearwater entry into the sanitary sewer collection system. A section of West Main Street that is significantly impacted by clearwater entry is scheduled to be closed for a period of time in August and September due to the construction project already underway. This closure provides an opportune time to address the problem, and the current project contractor has agreed to complete the work. Discussion followed.

The City of Stoughton Purchasing Policy allows staff to approve project change orders with the approval of the City Finance Director and the Mayor. Such approval was received, and Change Order No. 1 to the 2019 Street and Utility Construction Project in the amount of \$96,602.58 was effected. The purchasing policy directs that the Stoughton Common Council approve the change order prior to submittal of the final project payment.

Motion by Jenson, the motion seconded by Heili, to approve Change Order No. 1 to the 2019 Street and Utility Construction Project, and recommend approval to the Stoughton Common Council. The motion carried unanimously 5 to 0

Wisconsin Energy Independent Community Partnership Program: Stoughton Utilities staff presented and discussed the Wisconsin Office of Energy Independence's (OEI) creation of a Wisconsin Energy Independent Community Partnership program in April 2008. This program was launched to energize the state's "25 x 25"

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goal of generating 25% of electricity and transportation fuels from renewable sources by the year 2025, and was one component of Governor Jim Doyle's Clean Energy Wisconsin plan.

On July 14, 2008, the Stoughton Utilities Committee approved participation in the Wisconsin Energy Independent Community Partnership Program, and on July 22, 2008 the City of Stoughton Common Council also approved participation.

Staff informed the committee that it is expected by 2021 that Stoughton standard wholesale power supply provided by WPPI Energy will include over 22% generated by renewable sources. This percentage continues to increase as current purchased power contracts expire. Staff further informed the committee that 40% of all electrical usage for City of Stoughton municipal facilities is provided by renewable sources through a mixture of the standard power supply resources as well as supplemental blocks purchased through our Choose Renewable program.

Heili informed the committee that he plans to continue conversations on what the municipality can do to reduce their carbon footprint at upcoming meetings of the Community Affairs / Council Policy Committee.

Discussion followed.

Results of the Stoughton Utilities 2019 Lead and Copper Sampling Program: Stoughton Utilities staff presented and discussed the results of the 2019 lead and copper sampling program. In accordance with Wisconsin regulation, Stoughton Utilities collects water samples from 30 homes each year, and tests those samples to determine the amount of lead and copper that is present in those homes' drinking water. This water quality monitoring recently found elevated levels of lead that exceed the action level in six of those 30 homes.

Staff informed the committee that the utility is viewing this as an opportunity to continue to further educate the community about the danger of lead and what they can do to determine if their home is affected to minimize any risk, as well as develop ways for the utility and municipality to eliminate lead from the drinking water system. Discussion followed.

Invitation to Attend the WPPI Energy Annual Meeting: Stoughton Utilities staff invited members of the Stoughton Utilities Committee to WPPI Energy's Annual Meeting, to be held in Elkhart Lake Wisconsin on Thursday, September 19, 2019. If a quorum of the Utilities Committee may be present, the appropriate public notice will be posted as required by law. Discussion followed.

Utilities Committee Future Agenda Items: Staff informed the committee that upcoming meeting topics include an education presentation on the utility rate design process, update and action on the proposed borrowing for upcoming projects, the continuation of scheduled tours of various utility facilities as weather permits, a proposed ordinance related to the mandatory replacement of customer-owned lead service lines, the Stoughton Utilities 20-year Capital Improvements Plan, the Stoughton Utilities proposed 2020 operating budget, the Wisconsin Department of Natural Resources response to our submitted 2018 Wastewater Compliance Maintenance Annual Report (CMAR), and a continuing discussion of upcoming 5G technology. Discussion followed.

Tour of the Stoughton Utilities West Substation: Stoughton Utilities staff invited the committee members to participate in a tour of the Stoughton Utilities West Substation immediately following the meeting. Discussion followed.

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Adjournment: Motion by Jenson, the motion seconded by Ackerman, to adjourn the regular Stoughton Utilities Committee Meeting at 6:37 p.m. The motion carried unanimously 5 to 0.

Following the meeting, Ackerman, Erdman, Heili, and Jenson joined Stoughton Utilities staff for a tour of the Stoughton Utilities West Substation. Swadley joined the tour late as Erdman exited early.

Respectfully submitted

Brian R. Hoops

Stoughton Utilities Assistant Director