

STOUGHTON UTILITIES COMMITTEE REGULAR MEETING MINUTES

Monday, November 18, 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 David Erdman (Chair), Alderperson Ben Heili, Alderperson Regina Hirsch, Citizen Member John Kallas, Mayor Tim Swadley (Vice-Chair), Citizen Member Dustin Thoren

Excused: Citizen Member David Erdman (Chair)

Absent: None

Others Present: Stoughton Director of Finance & Comptroller Jamin Friedl, WPPI Energy Rate Analyst II Nicole Guld, Stoughton Utilities Assistant Director Brian Hoops, Stoughton Utilities Director Jill Weiss

Call to Order: Utilities Committee Vice-Chairperson Tim Swadley called the regular Stoughton Utilities Committee Meeting to order at 5:30 p.m.

Utilities Committee Consent Agenda: Stoughton Utilities staff presented and discussed the Stoughton Utilities Committee consent agenda items.

Staff highlighted that Stoughton Utilities has been recognized as a Smart Energy Provider by the American Public Power Association (APPA) for demonstrating commitment to and proficiency in energy efficiency, distributed generation, and environmental initiatives that support a goal of providing low-cost, quality, safe, and reliable electric service.

Motion by Jenson, the motion seconded by Hirsch to approve the following consent agenda items as presented:

- a. Draft Minutes of the October 14, 2019 Regular Utilities Committee Meeting
- b. Stoughton Utilities October Payments Due List Report
- c. Stoughton Utilities September Financial Summary
- d. Stoughton Utilities September Statistical Report
- e. Stoughton Utilities October Activities Report
- f. Communications

The motion carried unanimously 6 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 September 16, 2019 Regular Utilities Committee Meeting
2. Minutes of the September 30, 2019 Special Utilities Committee Meeting
3. Stoughton Utilities September Payments Due List Report

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4. Stoughton Utilities August Financial Summary
5. Stoughton Utilities August Statistical Report

Business:

1. Stoughton Utilities Proposed 2020 Budget and Five Year (2020 – 2024) Capital Improvement Projects (CIP) Plan

Discussion followed.

Change Order No. 3 to the 2019 Street and Utility Construction Project: Stoughton Utilities staff presented and discussed the ongoing 2019 Street and Utility Construction Project and a water main break that occurred within the active construction site and required traffic to be rerouted on West Main Street.

When exposed, it was determined that the cause of the break was equipment failure unrelated to the ongoing nearby construction project. Accordingly, Stoughton Utilities is responsible for the costs of traffic control, excavation, repair of the water main, and pavement restoration. The cost of these efforts is included in Change Order No. 3 to the 2019 Street and Utility Construction Project, in the amount of \$11,760.00.

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. 3 to the 2019 Street and Utility Construction Project in the amount of \$11,760.00 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 Heili, the motion seconded by Kallas, to approve Change Order No. 3 to the 2019 Street and Utility Construction Project, and recommend approval to the Stoughton Common Council. The motion carried unanimously 6 to 0.

Presentation of the Proposed Electric Rate Application Filing: Stoughton Utilities and City staff introduced Ms. Nicole Guld of WPPI Energy who presented and discussed the proposed electric rate application filing planned to be submitted to the Wisconsin Public Service Commission for their review. The rate application filing proposes an overall 2.76% increase to electric rates, with the average residential customer seeing an increase of \$2.21 per month.

Stoughton Utilities and City staff informed the committee that the next steps in the regulatory rate review process include finalizing the rate application and submittal to the WPSC, providing a public notice to all customers of the active application and proposed rate impact, providing additional documentation to the WPSC upon request during their application and rate design review, and holding a public hearing and comment period at a date and time to be scheduled by the WPSC. Discussion followed.

Motion by Jenson, the motion seconded by Heili, to approve the proposed electric rate application filing, and recommend approval to the Stoughton Common Council. The motion carried unanimously 6 to 0.

Scheduling of the Utilities Committee Regular Meeting in December: Stoughton Utilities staff informed the committee that there are currently no items scheduled for the December 2019 meeting of the Utilities Committee meetings, and requested the committee cancel the meeting unless urgent new business items arise that require a special meeting to be called. Discussion followed, and staff was directed to not schedule a December meeting unless necessary.

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Utilities Committee Future Agenda Items: Staff informed the committee that upcoming meeting topics include an ordinance requiring the replacement of customer-owned lead service lines and potential special assessment and payment plan options. Discussion followed.

Adjournment: Motion by Jenson, the motion seconded by Heili, to adjourn the regular Stoughton Utilities Committee Meeting at 6:17 p.m. The motion carried unanimously 6 to 0.

Respectfully submitted

Brian R. Hoops

Stoughton Utilities Assistant Director