

# STOUGHTON UTILITIES COMMITTEE REGULAR MEETING MINUTES

Monday, May 16, 2022 – 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  
Optional Virtual Participation: GoToMeeting ID 857-175-149

**Members Present:** Citizen Member David Erdman (Chair), Alderperson Regina Hirsch, Alderperson Fred Hundt, Citizen Member John Kallas, Mayor Tim Swadley, Citizen Member Dustin Thoren (Vice-Chair), Alderperson Joyce Tikalsky

**Excused:** None

**Absent:** None

**Others Present:** Stoughton Utilities Assistant Director Brian Hoops, Stoughton Utilities Finance Manager Shannon Statz, Stoughton Utilities Director Jill Weiss

**Call to Order:** Director Weiss called the regular Stoughton Utilities Committee Meeting to order at 5:30 p.m. with a quorum present. Erdman, Hundt, Kallas, and Thoren were present in person, and Hirsch, Swadley, and Tikalsky were present by webinar.

**Public Comments:** There were no public comments.

**Election of the Utilities Committee Chairperson and Vice-Chairperson:** Motion by Hundt to nominate Hirsch to the position of Stoughton Utilities Committee Chairperson. Motion by Hirsch to nominate Erdman to the position of Stoughton Utilities Committee Chairperson, the motion seconded by Kallas. Discussion followed, and Hundt withdrew his nomination. The motion on the floor carried unanimously 7 to 0.

Motion by Hirsch to nominate Thoren to the position of Stoughton Utilities Committee Vice-Chairperson, the motion seconded by Erdman. Discussion followed. The motion carried unanimously 7 to 0.

**Election of the Utilities Committee Liaison and Alternate Liaison to the Stoughton Common Council:** Motion by Hundt to nominate Tikalsky to the position of Utilities Committee Liaison to the Stoughton Common Council. Motion by Tikalsky to nominate Hundt to the position of Utilities Committee Liaison to the Stoughton Common Council, the motion seconded by Erdman. Discussion followed, and Hundt withdrew his nomination. The motion on the floor carried unanimously 7 to 0.

Motion by Hundt to nominate Tikalsky to the position of Alternate Liaison to the Stoughton Common Council, the motion seconded by Thoren. Discussion followed. The motion carried unanimously 7 to 0.

**Selection of the Utilities Committee Date and Time:** Motion by Erdman, to designate the monthly meeting date to remain the Monday after the first regularly scheduled meeting of the Stoughton Common Council, and the meeting time to be set as 5:30 p.m. Discussion followed. Erdman amended his motion to designate the monthly meeting date to be the third Monday of the month, and the meeting time to be set as 5:30 p.m. The amended motion was seconded by Thoren. The motion carried unanimously 7 to 0

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

Staff discussed that a rise in transformer costs are being seen and multiple order have been submitted with lead times projected to be late 2022 to early 2023, and further discussed the impacts these orders may have on the 2022 operating budget if lead times were to decrease. Discussion followed regarding a potential electric rate increase to address rising costs, and possible timelines. More discussion will follow at an upcoming meeting.

Staff highlighted that Citizen Members Erdman and Kallas had received the Charlie Bradburn Pillars of Public Power awards at the recent MEUW Awards Ceremony. The committee congratulated Erdman and Kallas and thanked them for their years of service (15 and 11 years, respectively).

Staff highlighted a recent Norse Star article authored by Stoughton High School students Ava Parr, Bhoomi Patel, and Madison Luick, which featured a segment titled “Earth Efficient Energy”. Staff explained that Luick had interviewed Weiss for the article and expressed thanks for the opportunity to discuss Stoughton Utilities’ efforts towards energy conservation and environmental sustainability.

Motion by Thoren, the motion seconded by Kallas, to approve the following consent agenda items as presented:

- a. Draft Minutes of the April 18, 2022 Regular Utilities Committee Meeting
- b. Draft Minutes of the May 4, 2022 Special Utilities Committee Meeting
- c. Stoughton Utilities Payments Due List Report
- d. Stoughton Utilities March Financial Summary
- e. Stoughton Utilities Statistical Report
- f. Stoughton Utilities Activities Report
- g. Communications

The motion carried unanimously 7 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 recently approved and/or placed on file by the Stoughton Common Council:

**Consent Agenda:**

1. Final Minutes of the March 14, 2022 Regular Utilities Committee Meeting
2. Stoughton Utilities March Payments Due List Report
3. Stoughton Utilities January Financial Summary
4. Stoughton Utilities February Financial Summary
5. Stoughton Utilities Statistical Report

**Business:**

None

Discussion followed.

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**Authorizing the Release of a Platted Public Utility Easement on Lot 8 of Greig Addition to Norse View Heights (1617 Johnson St), recorded as Document No. 2038870, Dane County Registry:**

Stoughton Utilities staff discussed a customer request to release a platted public utility easement. Staff informed the committee that Stoughton Utilities did not have any existing utility infrastructure located in the easement, and that there were no plans to utilize the easement in the future. Discussion followed.

Motion by Kallas, the motion seconded by Thoren, to authorize the release of a platted public utility easement on Lot 8 of Greig Addition to Norse View Heights (1617 Johnson St), recorded as Document No. 2038870, Dane County Registry, and recommend approval of the easement release to the Stoughton Common Council at their May 24, 2022 meeting. The motion carried unanimously 7 to 0.

**Stoughton Utilities Cyber Security Initiatives:** Staff presented information about existing and planned cyber security initiatives. Discussion followed.

Hundt left the meeting at 6:20 p.m.

**Invitation to Attend a WPPI Energy Orientation:** Stoughton Utilities staff presented and discussed an upcoming half-day educational program about WPPI Energy and the benefits of joint action. This orientation is open to utility staff and governing officials. If a quorum of the Utilities Committee may be present, the appropriate public notice will be posted as required by law. Discussion followed.

**Invitation to Attend a WPPI Energy Regional Power Dinner:** Stoughton Utilities staff presented an upcoming evening Public Power Dinner being held by WPPI Energy, which will feature networking with staff and governing officials from other WPPI member communities, and a presentation on the current state of WPPI Energy and other electric industry topics. This dinner is open to utility staff and governing officials. 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:** Stoughton Utilities staff informed the committee that upcoming meeting topics include the presentation of the annual financial audit report, public service commission annual reports, the annual Drinking Water Consumer Confidence Report (CCR), and the wastewater Compliance Maintenance Annual Report (CMAR) in June. Requested topics from this meeting included a review of electric rates and potential need for a regulatory rate review and a reminder of the 2<sup>nd</sup> WPPI Energy orientation scheduled to be held in September.

**Adjournment:** Being no further business before the committee, motion by Thoren, the motion seconded by Kallas, to adjourn the regular Stoughton Utilities Committee Meeting at 6:28 p.m. The motion carried unanimously 7 to 0.

Respectfully submitted,

Brian R. Hoops  
Stoughton Utilities Assistant Director