

### **Minutes for Meeting held on January 8, 2024**

The meeting was called to order at 9:00 am by Glen Falkenthal. Also in attendance were Dennis Uecker, Wayne Schultz, Ted Engelbart, Josh Prescher, Todd Tessmann, Cade Schreiber, Kevin Neu, Barry Moder and Jamie Kulkee. Also in attendance were Jason Laue and Nicole from MSA.

The MSA representatives gave an explanation of the Safe Drinking Water Loan. The loan has a subsidized interest rate. There is also a program for principal forgiveness. We would qualify for 25% forgiveness. The forgiveness program is a very competitive program based on a variety of things including income, population, poverty level and population trends.

The minutes from the meeting held on December 11, 2023, were reviewed. A motion was made by Ted, seconded by Wayne to approve the minutes as submitted. Motion carried.

A motion was made by Dennis, seconded by Ted to approve the December vouchers #42811-42851, November WPPI Energy Power Bill, and the electronic transfers for a total of \$270,549.45. Motion carried.

The monthly report was reviewed and accepted as submitted.

Todd gave the managers report. An update on the dump truck was given. They had to make some modifications to the box to make it work, but it should work well for us now. An update was given on the telecom tariff. The rate is currently at the PSC for WE Energies pole attachments. Money from the money market account was transferred to a 7 month CD to earn an interest rate of 5% annually. The amount that was transferred was \$500,000. It will mature August 3, 2024.

Discussion was had about purchasing a water/wastewater pickup truck. We had budgeted the amount of \$52,000 for a new truck. The quoted price from Grinwald is \$49,396.50. It will take about 4 months to receive the truck once it's ordered. A motion was made by Dennis, seconded by Ted to approve the purchase of the truck for \$49,396.50 from Grinwald Ford. Motion carried.

A new electric pole trailer was in the budget for \$26,750. The quoted price from Sauber Mfg is \$24,485.20 with approximately 6+ months for availability. A motion was made by Wayne, seconded by Dennis to approve the purchase from Sauber for \$24,485.20. Motion carried.

Cade gave the lineman report. There were no outages to report. There was a house fire on Oakwood Blvd on Dec 12<sup>th</sup>. The electric meter was pulled from the property. There was a tree down on a Charter service. A new service was installed on Sawmill Rd. They have also been working on dump truck modifications.

Kevin gave the water operator report. He met with Utility Service Co, the company we contract with for water tower maintenance, about landscaping issues after they were servicing the high zone tower this summer. They will be coming after winter to address the issues. The water meters should be here sometime in February. We had high radium in one of our samples. We will now have to test quarterly for that instead of the usual annual test. We also have to do a raw sample as well. The water at the home that had the fire on Oakwood Blvd is shut off at the curb stop and also in the house.

Barry gave the wastewater operator report. They reviewed the graphs and charts for treatment plant flows.

An update was given for the upcoming treatment plant permit renewal. A few minor phone calls seeking additional information. But we have not heard anything regarding our permit.

The next meeting is scheduled for February 12<sup>th</sup> at 9 am.

A motion was made by Ted, seconded by Wayne to adjourn the meeting. Meeting adjourned.

### **Minutes for Meeting held on February 12, 2024**

The meeting was called to order at 9:00 am by Glen Falkenthal. Also in attendance were Dennis Uecker, Wayne Schultz, Ted Engelbart, Josh Prescher, Todd Tessmann, Cade Schreiber, Kevin Neu and Jamie Kulkee.

The minutes from the meeting held on January 8, 2024, were reviewed. A motion was made by Dennis, seconded by Ted to approve the minutes as submitted. Motion carried.

A motion was made by Ted, seconded by Josh to approve the January vouchers #42852-42902, December WPPI Energy Power Bill, and the electronic transfers for a total of \$255,009.24. Motion carried.

The monthly report was reviewed and accepted as submitted.

The managers report was given by Todd. He gave a demonstration on the GIS mapping system that we use. He also gave a demonstration on the SCADA system. There was discussion about upgrading the network switches and fiber converters. It is time to replace the tires on the backhoe. They get replaced about every 3 years. An update on the salt shed was given. The village is moving ahead with the project.

The contract from CivicSystems, LLC was reviewed. This would upgrade our accounting software since the current software we use will no longer be supported after 2025. A motion was made by Josh, seconded by Ted to approve the proposed contract with CivicSystems for \$25,550 initial investment and \$\$3236 annual support fees for a total of \$28,786. Motion carried.

There was discussion about replacing the 4" water main in the alley near the fire station. A motion was made by Wayne, seconded by Ted to approve proceeding with getting an engineering quote for the water main project near the fire station. Motion carried.

The HydroCorp Cross Connection Service Agreement for commercial properties was reviewed and discussed. A motion was made by Dennis, seconded by Wayne to approve the 2 year agreement for \$5,304. Motion carried.

Cade gave the lineman report. There were no outages to report. Logan and Cade were called out during the extreme cold weather for a customer whose electric heat wasn't working. They were able to change the breaker and get her heat back on for her. The commission congratulated the guys for going above and beyond and helping our customers. Todd and Cade attended the annual MEUW conference in the Dells. Cade also attended a line design and code compliance class. They have been working on mapping and performing a pole contact audit. There was a street light cable that failed at the school. They were able to get it replaced. They will be working on German Rd replacing poles to prepare for the north/south loop. A new service was installed on Sinissippi Pt Rd. Logan finished his third week of his fourth year of school. He has his final test yet to complete. They replaced a single phase cabinet across from the library.

Kevin gave the water and wastewater operator reports. The control panel at well #2 was replaced. There was a water main break January 20<sup>th</sup> on Highland St near Juneau St. The break occurred over the weekend but they were able to hold off and repair it on Monday. Customers were out for approximately 2 hours. During the cold weather it was determined that the batteries need to be replaced on the generators. They helped haul snow for the village. Kevin attended the WWOA Expo in the Dells. Kevin passed his DNR collection system class. He also attended a flight pump maintenance class in Fox Lake. They replaced the motor in pond 1. The ammonia was up a little bit which they are adjusting with pH. There is a slight increase in the pond numbers, but that is to be expected this time of the year.

We received our draft treatment plant permit renewal. We are required to do additional testing and E-coli testing was added to this permit. The permit requires monitoring and if we need to treat for E-coli that would need to be done with UV light or chlorine. Todd, Barry and Kevin had a meeting with the engineers to discuss the draft permit and it is also being reviewed by MEG water.

The next meeting is scheduled for March 11<sup>th</sup> at 9 am.

A motion was made by Ted, seconded by Josh to adjourn. Meeting adjourned.

### **Minutes for Meeting held on March 11, 2024**

The meeting was called to order at 9:00 am by Glen Falkenthal. Also in attendance were Dennis Uecker, Wayne Schultz, Ted Engelbart, Josh Prescher, Todd Tessmann, Cade Schreiber, Barry Moder, Kevin Neu and Jamie Kulkee.

The minutes from the meeting held on February 12, 2024, were reviewed. A motion was made by Ted, seconded by Wayne to approve the minutes as submitted. Motion carried.

A motion was made by Dennis, seconded by Ted to approve the February vouchers #42903-42944, January WPPI Energy Power Bill, and the electronic transfers for a total of \$331,196.10. Motion carried.

The monthly report was reviewed and accepted as submitted.

The managers report was given by Todd. He discussed network switches and fiber converters. Looking in to trying less expensive equipment to see how it performs. The water/wastewater truck was picked up Friday. The new transfer station booster pump is here.

The history of the water/wastewater system was discussed by former employees/board members. Some highlights were that the water department started in 1952. In 1970 the aerated lagoons were added. In 1981 Hubbard Sanitary District 1 joined and another lagoon was added. In 1991 the high zone tower was built.

There was discussion on in-house E. Coli testing equipment and supplies. A motion was made by Dennis, seconded by Wayne to approve the purchase of equipment and supplies for a total of \$6,315.61. Motion carried.

A motion was made by Dennis, seconded by Ted to approve the MSA Amendment 1 in the amount of \$9,460. The amendment will include the 4" water main in the alley near the fire station to the original project of Highland & Tweedy Street replacement. Motion carried.

A motion was made by Dennis, seconded by Wayne to approve the residential cross connection service agreement in the amount of \$5,544. Motion carried.

Cade gave the lead lineman report. There were no outages to report. They responded to a house fire on Hazelwood Rd. There was a big tree that they removed on Oakwood Blvd. They replaced cabinets on Juneau St and did some backhoe maintenance. There was a new service and primary extension on Hwy E. They have been preparing for pole setting on German Rd and have been trimming trees.

The water operator report was given by Kevin. Private well permits have been sent out to 4 customers. They performed maintenance on the standby generator. An update was given on the AMI meter replacement. The first quarter radium sample at well 3 was sent in. Kevin will be attending the Rural Water Conference at the end of the month.

Barry gave the wastewater operator report. The pumping graph shows the water main break that we had in January. They are getting ready for the spring turnover.

An update was given on the treatment plant permit renewal. Our engineer Andrew has come up with some arguments challenging some of the proposed testing requirements in the WWTP permit. He will be submitting those and waiting for a response.

The next meeting is scheduled for April 8<sup>th</sup> at 9 am.

A motion was made by Wayne, seconded by Ted to adjourn. Meeting adjourned.

### **Minutes for Meeting held on April 8, 2024**

The meeting was called to order at 9:00 am by Glen Falkenthal. Also in attendance were Dennis Uecker, Wayne Schultz, Ted Engelbart, Josh Prescher, Todd Tessmann, Cade Schreiber, Barry Moder, Kevin Neu and Jamie Kulkee.

The minutes from the meeting held on March 11, 2024, were reviewed. A motion was made by Dennis, seconded by Wayne to approve the minutes as submitted. Motion carried.

A motion was made by Ted, seconded by Dennis to approve the March vouchers #42945-42982, February WPPI Energy Power Bill, and the electronic transfers for a total of \$240,831.31. Motion carried.

The monthly report was reviewed and accepted as submitted.

The managers report was given by Todd. The head end fiber conversion is completed. Our audit is underway. Just received the draft this morning. The WPPI Regional Power Dinner is June 5<sup>th</sup> at the Golden Mast in Okauchee Lake. Please let Jamie or Todd know if you are interested in attending.

We received a quote from MSA for the Clean Water Fund Grant. The quoted price was \$42,700. We will need to evaluate if applying for this grant will make financial sense for the utility.

The influent metering replacement was discussed. Three meters were installed around 1992. They measure the flows from District 1, District 2 and the Village. The transducer for the village meter had failed. The options were discussed. Option 1: replace the failed transducer with new controller that could handle the other 2 meters in the future. Additional costs for boards, transducers and labor would be required to convert the other meters in the future. Cost would be \$6295. Option 2: replace all 3 transducers and a new controller for \$11784. A motion was made by Dennis, seconded by Wayne to select option 2 and replace all 3 transducers and a new controller for \$11784. Motion carried.

The US Cellular Water Tower Lease Extension was reviewed and discussed. A motion was made by Ted, seconded by Dennis to approve the extension as presented. Motion carried.

The lead lineman report was given by Cade. There were no outages to report. There was a garage fire on Rubicon St. The power to the home was temporarily disconnected. There was a tree that came down in bad weather on Hilltop Rd that tore a line down. They worked on rebuilding the 20 ft trailer. A street light was hit in the high school parking light by a plow. It was replaced. They worked on rewiring an air compressor at the fire station. The German Rd rebuild is done. There was a tree on the primary on Butternut Trl that was taken care of. Logan passed his test and completed school last week. He will become a Journeyman June 1<sup>st</sup>.

Kevin gave the water operator report. Approximately 65 water meters are left to replace. He attended the Rural Water Conference in La Crosse. USG Water cleaned up the area from last years tower maintenance. The low zone tower is scheduled to be washed out in June. The well 2 radium test was good. There was a water main leak on Ann St that needed to be repaired.

Barry gave the wastewater operator report. We reviewed the charts and graphs and everything is operating well.

The treatment plant permit started April 1<sup>st</sup> and is good for 5 year.

The next meeting is scheduled for May 13<sup>th</sup>.

A motion was made by Ted, seconded by Wayne to adjourn the meeting. Meeting adjourned.

### **Minutes for Meeting held on May 13, 2024**

The meeting was called to order at 9:00 am by Dennis Uecker. Also in attendance were Wayne Schultz, Ted Engelbart, Josh Prescher, Todd Tessmann, Cade Schreiber, Barry Moder, Kevin Neu and Jamie Kulkee. Glen Falkenthal was absent.

The minutes from the meeting held on April 8, 2024, were reviewed. A motion was made by Ted, seconded by Wayne to approve the minutes as submitted. Motion carried.

A motion was made by Dennis, seconded by Ted to approve the April vouchers #42983-43016, March WPPI Energy Power Bill, and the electronic transfers for a total of \$242,235.73. Motion carried.

The monthly report was reviewed and accepted as submitted.

The managers report was given by Todd. We reviewed the electric rate comparison given to us from WPPI. Our rates are favorable across the board compared to others like WE Energies and Alliant. The WPPI Regional Power Dinner is Wednesday June 5 at the Golden Mast on Okauchee Lake. At the meeting Josh and Ted were interested in attending and Jamie is going to check with Glen. The telecom rate tariff is final. This will be used for WE Energies pole attachments so we don't have to have a meter at each location. There is no update about the US Cellular Tower Lease since last month. The Discover Dodge County book was discussed. Wondering if we should find alternative ways to use those funds. Going to check the circulation locations of the magazine. The Island View possible development was discussed. They are looking to develop 31 lots to the property.

The Clean Drinking Water Fund funding was discussed. A motion was made by Ted, seconded by Josh to proceed with the safe drinking water project including recommending the resolution to the Village Board and MSA services agreement. Motion carried.

The village salt shed was discussed. The location of the shed would be down at the treatment plant. The project would be split with the village and the Town of Hustisford. They would blacktop in front of the shed and towards Hwy 60. The commission discussed blacktopping additional area in the yard to where the trucks would enter the gate. The installation of a gate opener was also discussed.

The lead lineman report was given by Cade. There were no outages to report. They installed a few services last month. A shed on Cty E, service on German Rd, and the Hafemeister UG service. A new pole was put up on Riverview Rd because the previous was leaning. They had MEUW flagger certification and stick and ground training. They have also been tree trimming and spraying. Next up they will be installing new light poles on the bridge.

The wastewater operator report was given by Kevin. There are about 45 water meters left to changeout. They did hydrant flushing last week. The hydrant by Berlon will be replaced. Going to work with them because water to half the building will need to be shut off during that time. He provided a picture of the E Coli sample they recently took.

The water operator report was given by Barry. The spring increased numbers are starting to come down. They are going to start backing down on the chemical additions. They haven't needed to add potassium. Everything else is running well.

The next meeting is scheduled for June 10, 2024.

A motion was made by Wayne, seconded by Ted to adjourn the meeting. Meeting adjourned.

### Minutes for Meeting held on June 10, 2024

The meeting was called to order at 9:00 am by Glen Falkenthal. Also in attendance were Dennis Uecker, Wayne Schultz, Ted Engelbart, Josh Prescher, Todd Tessmann, Cade Schreiber, Barry Moder, Kevin Neu and Jamie Kulkee.

The minutes from the meeting held on May 13, 2024, were reviewed. A motion was made by Ted, seconded by Dennis to approve the minutes as submitted. Motion carried.

A motion was made by Dennis, seconded by Ted to approve the May vouchers #43017-43051, April WPPI Energy Power Bill, and the electronic transfers for a total of \$223,448.10. Motion carried.

The monthly report is being tabled during the accounting software conversion.

An update was given on the accounting software. Jamie has had accounts payable training at the end of May. In June there will be payroll, accounts receivable and general ledger training. Things will wrap up in July with reconciliation training.

Todd gave the managers report. There are no updates on the US Cellular Tower Lease. An update was given on the possibility of developing the land behind Island View Circle and Hustis St. The Island View Circle plans are similar to plans proposed several years ago. Hustis St is in the very early stages of discussion. A WE Energies Telecom tariff update was given. There were a couple sewer backups into homes on Juneau St and Rubicon St. This happened when we received over 3 inches of rain in 1 hour on June 3<sup>rd</sup>. Hubbard Sanitary District #1 reached out during this large rain event and was looking for assistance with the aid of our pumps. We weren't able to help because we were trying to deal with the same issues and our pumps were being used. They were advised to get their own pumps because if there are weather events like this, the village and sanitary district are going to experience the same needs and we don't have additional manpower or equipment to help them when we need to keep our system operating. The phone system switches need to be replaced. Todd is looking to do it systematically.

We need to purchase transformers. Todd is expecting a quote this week. We need to place the order this year.

The Compliance Maintenance Report was reviewed. A motion was made by Dennis, seconded by Wayne to approve the report as submitted. Motion carried.

The lead lineman report was given by Cade. There were a few outages to report this month. On May 19<sup>th</sup> an arrestor failed on Hwy R and 1 customer lost power. On the 21<sup>st</sup> a tree on Riverview took out a power line and 14 customers were out for 30 minutes and 3 customers were out for approximately 2 hours. June 5<sup>th</sup> a tent blew into the 3 phase line on County R. There were 83 customers out for approximately 20 minutes. June 7<sup>th</sup> a tree branch on Sinissippi Pt Rd had 1 customer out of power. On June 8<sup>th</sup> a customer on Hwy DJ had half power. The service saver cart was used to get the customer back on quickly and then they were able to fully repair the service the next day. Projects that they worked on this month were converting the Hafemeister farm to underground, rebuilding a little of the line on Riverview Rd and installing new lights on the bridge.

Kevin gave the water operator report. The radium test for well 3 was completed for the 2<sup>nd</sup> quarter. The sample came back good. The low zone tower was drained and inspected. It went back online last Friday. They will be turning valves later this month. Kevin has about 23 water meters left to change out.

Barry gave the wastewater operator report. The graphs and charts were reviewed. A sanitary sewer overflow (SSO) public notice was issued and posted online. During the heavy rains on June 3<sup>rd</sup> the sewer system was bypassed and pumped directly into the lake. This was mainly stormwater that the system could not process because of the large amount of water received at one time.

The next meeting is scheduled for July 8<sup>th</sup> at 9 am.

A motion was made by Ted, seconded by Wayne to adjourn the meeting. Meeting adjourned.

**Minutes for Meeting held on June 17, 2024**

The meeting was called to order at 8:30 am by Glen Falkenthal. Also in attendance were Dennis Uecker, Josh Prescher, Wayne Schultz, Ted Engelbart, Todd Tessmann, Cade Schreiber and Jamie Kulkee.

The commission reviewed transformer quotes from Ermco and B&B. The total quote for 10 transformers from Ermco was \$26,998 and B&B was \$20,980. The Ermco transformers have a better quality history and is what Todd and Cade recommend purchasing. A motion was made by Josh, seconded by Wayne to approve the purchase of 10 transformers from Ermco for the price of \$26,998.00. Motion carried.

A motion was made by Dennis, seconded by Wayne to adjourn the meeting. Meeting adjourned.

### **Minutes for Meeting held on July 8, 2024**

The meeting was called to order at 9:00 am by Glen Falkenthal. Also in attendance were Wayne Schultz, Ted Engelbart, Josh Prescher, Todd Tessmann, Cade Schreiber, Barry Moder, Kevin Neu and Jamie Kulkee. Dennis Uecker was absent. Jodi Dobson from Baker Tilly attended via zoom.

Jodi Dobson from Baker Tilly presented the audit findings from the 2023 audit.

The minutes from the meetings held on June 10 and 17 were reviewed. A motion was made by Ted, seconded by Wayne to approve the minutes as submitted. Motion carried.

A motion was made by Josh, seconded by Ted to approve the June vouchers #43052-43081, May WPPI Energy Power Bill, and the electronic transfers for a total of \$250,727.72. Motion carried.

The monthly report is tabled until the conversion of the accounting software is completed.

The managers report was given by Todd. Logan is officially a Journeyman based on hours and completed school. Graduation will be at a later date. The new pole trailer was brought to the meeting (outside). Everyone can take a look at it after the meeting. It is now DOT certified. An update was given on the network switches. The US Cellular contract is in their legal department so we are waiting to hear back from them.

A motion was made by Wayne, seconded by Ted to approve the WE Energies Pole Attachment contract. Motion carried.

A motion was made by Ted, seconded by Wayne to approve the Mead & Hunt E Coli contract for \$8,300. Mead & Hunt will submit the required reports to the DNR for us.

Cade gave the lead lineman report. On July 13<sup>th</sup> there was a tree in the primary on Maple Dr that caused an outage. July 21<sup>st</sup> one customer experienced an outage on Level Valley Rd due to a bird. 737 Lakeview had breaker issues that our guys helped out with. They finished as much as they could on German Rd due to the extremely high rain amounts we have received. They picked up the new pole trailer, which is outside to look at. They also attended a safety meeting in Hartford.

Kevin gave the water operator report. There was a water main break on Juneau St. One customer was out from June 27-28. The break was a 12" pipe. They are working on getting certified for phosphorous/ammonia sampling.

Barry gave the wastewater operator report. We reviewed the graphs and charts and everything has been operating well.

The next meeting is scheduled for August 12<sup>th</sup> at 9 am.

A motion was made to adjourn the meeting by Wayne, seconded by Ted. Meeting adjourned.



### **Minutes for Meeting held on August 12, 2024**

The meeting was called to order at 9:00 am by Glen Falkenthal. Also in attendance were Dennis Uecker, Wayne Schultz, Ted Engelbart, Josh Prescher, Todd Tessmann, Cade Schreiber, Barry Moder, Charity Grulke.

The minutes from the meetings held on July 8th were reviewed. A motion was made by Ted, seconded by Wayne to approve the minutes as submitted. Motion carried.

A motion was made by Josh, seconded by Dennis to approve the July vouchers #43082-43116, June WPPI Energy Power Bill, and the electronic transfers for a total of \$291,199.14. Motion carried.

The monthly report was reviewed and accepted as submitted.

Todd gave the managers report. He is having troubles with the SCADA historian. He is working with GE on the issue, but it is taking longer than he expected. The support fees for XL Reporter and WIN911 have doubled. The support for these products is needed. He is looking in to other options for the WIN911 program. The radar/thumper is not working. It costs over \$20,000 for a new one, so they are going to try to fix it.

Cade gave the lead lineman report. The north/south loop is finished. They have been working on hooking up the WE Energies telecom connections. They re-set the street light poles at the school. There was a ½ power call from Anthony Island. The electrician didn't have the socket fully connected. Spectrum hit our cable out on Oaklawn Estates. Eight customers were out for about 3.5 hours. The breaker panel for the Brittany Bay Condo's on Lakeview Rd have been updated. This should prevent the breaker issues we have had at that property. There was a low hanging wire at a home behind the BP gas station. It was a broken overhead service and they repaired it.

Barry gave the water operator and wastewater operator reports. The blacktopping on Juneau St should be done this week. There are approximately 10 water meters left in the village to change out. With the large rainfall events that we have had, they have set up pumps to be ready if they are needed. They are looking at repairing 4 manholes and some maintenance on a couple sewer lines.

The next meeting is scheduled for September 9<sup>th</sup> at 9 am.

A motion was made by Ted, seconded by Dennis to adjourn. Meeting adjourned.

### **Minutes for Meeting held on September 9, 2024**

The meeting was called to order at 9:00 am by Glen Falkenthal. Also in attendance were Dennis Uecker, Wayne Schultz, Ted Engelbart, Josh Prescher, Todd Tessmann, Barry Moder, Kevin Neu and Jamie Kulkee.

The minutes from the meetings held on August 12th were reviewed. A motion was made by Ted, seconded by Dennis to approve the minutes as submitted. Motion carried.

A motion was made by Dennis, seconded by Ted to approve the August vouchers #43117-43140, August WPPI Energy Power Bill, and the electronic transfers for a total of \$305,077.32. Motion carried.

The monthly report was reviewed and accepted as submitted.

Todd gave the managers report. He gave an update on the SCADA Historian issue. Gray Matter and GE have been working on it. They were finally able to figure out the issue and got it fixed last week. The 2025 water main replacement project was discussed. Bids for the project will go out in early 2025. A radar/thumper update was given. It was determined that we can not send it in to be fixed. The parts are no longer available. We will need to purchase a new one.

Todd gave an update on the lineman report. There was an outage on County Rd E and 42 customers were out for roughly 35 minutes.

Kevin gave the water operator report. The Berlon hydrant replacement went well. They were able to finish it in 1 day and kept Berlon supplied with water during the work. There was a high radium result in well 3 during the 2<sup>nd</sup> quarter sample. They will be checking to make sure the salt is full and brine is strong. Manhole inspections were completed. A total of 160 were inspected. An update was given on the phosphorus and ammonia certification audit. Hoping to be certified by the end of September. Hydrant flushing and lift station maintenance will take place this month.

Barry gave the wastewater operator report. The water and flow charts were reviewed. He showed pictures from The Expeditors manhole lining and repairs. Also reviewed the DNR responses from the Compliance Maintenance Annual Report.

The next meeting is scheduled for October 14, 2024 at 9 am.

A motion was made by Ted, seconded by Dennis to adjourn. Meeting adjourned.

### **Minutes for Meeting held on October 14, 2024**

The meeting was called to order at 9:00 am by Glen Falkenthal. Also in attendance were Wayne Schultz, Ted Engelbart, Josh Prescher, Todd Tessmann, Cade Schreiber, Logan Boldt, Barry Moder, Kevin Neu and Jamie Kulkee. Dennis Uecker was absent.

The minutes from the meetings held on September 9th were reviewed. A motion was made by Josh, seconded by Ted to approve the minutes as submitted. Motion carried.

A motion was made by Ted, seconded by Wayne to approve the September vouchers #43141-43204, September WPPI Energy Power Bill, and the electronic transfers for a total of \$416,332.38. Motion carried.

The monthly report was reviewed and accepted as submitted.

Todd gave the managers report. An update was given on the 2025 water main project. We have not heard if we are being awarded anything for the loan forgiveness program. A new radar/thumper would cost around \$20,000. They met with 2 companies, Megger and Von. Our current thumper started working again after they boxed it up, so they will use that for now and see how long it lasts. Cade received the Shining Star award from WPPI. Congratulations on your achievement. PATH of Hustisford would like to add lighting to Riverside (Lions) park. The utility will provide the labor and usage of our equipment, but we will not be purchasing materials for the project. This was told to the PATH group. A recap of the Customer Satisfaction Survey was discussed. Our results were at or better than other WPPI members and similar size small communities. We are still waiting for the US Cellular tower contract.

There was discussion about the Employee Flexible Spending program (Best Flex). The prices will be going up next year. We currently have 3 employees that utilize the program. A motion was made by Josh, seconded by Wayne to discontinue the Flexible Spending program. Motion carried.

Logan was presented the apprenticeship completion certificate. Congratulations on your hard work.

There was discussion about the preliminary budget. There is a water main project planned for 2025. On the electric side they will be focusing on getting the poles that were tested and need to be replaced. We will be relining some of the sewer lines.

Cade gave the lineman report. On October 10<sup>th</sup> there was a cabinet that was mowed over. Three people were out of power for about 2 hours. There was also a single outage on Level Valley Rd for approximately 15 minutes. They are working on Level Valley Rd setting poles. They finished installing the WE Energies gas meters. There was a home remodel on Hwy E that was hooked back up. They also replaced the lighting panel at the ball field.

Kevin gave the water operator report. He submitted the service line material inventory report to the DNR. They flushed hydrants and finished the private well permits. There are 5 water meters left to change out. We have had several failing erts. They have been sent in and should be replaced under warranty. The lift station maintenance was done. The DNR approved us to test for phosphorus and ammonia.

Barry Gave the wastewater operator report. He discussed the E Coli study that was completed. We reviewed the charts and graphs for the treatment plant. The duckweed has caused a struggle to reach our required numbers in September. Have spent time trying to remove it from the ponds.

The next meeting is scheduled for November 4, 2024 with a closed session.

A motion was made by Wayne, seconded by Ted to adjourn the meeting. Meeting adjourned.

### **Minutes for Meeting held on November 4, 2024**

The meeting was called to order at 9:00 am by Glen Falkenthal. Also in attendance were Dennis Uecker, Wayne Schultz, Ted Engelbart, Josh Prescher, Todd Tessmann, Cade Schreiber, Barry Moder, Kevin Neu and Jamie Kulkee.

The minutes from the meetings held on October 14th were reviewed. A motion was made by Ted, seconded by Wayne to approve the minutes as submitted. Motion carried.

A motion was made by Dennis, seconded by Ted to approve the October vouchers #43205-43234, October WPPI Energy Power Bill, and the electronic transfers for a total of \$266,848.14. Motion carried.

The monthly report was reviewed and accepted as submitted.

The managers report was given by Todd. There was no update to give about the 2025 water main project. He met with Jim Murray about the Riverside Park Lighting project. PATH of Hustisford will be supplying the materials and the utility will install and set the poles.

The US Cellular Tower Contract was discussed. The change to the contract was an increase in the yearly increase from 3% to 3.5% and it will extend the contract for 25 years. A motion was made by Dennis, seconded by Wayne to approve the US Cellular Tower Contract. Motion carried.

The public power week raffle drawing winners were chosen. Jacob Parshall was the \$100 bill credit winner. There were six \$50 winners. They were Trina Lehmann, Debra Meyer, George Feist, Debra Seguin, Tracy Malterer and Lee Miller. Congratulations to the winners.

A motion was made by Wayne, seconded by Ted to approve the purchase of a replacement pump for the E Griffith Lift in the amount of \$7,560.40 and we will be doing the labor ourselves. Motion carried.

The 2025 budget was reviewed.

Cade gave the lineman report. There were no outages to report. There was a street light hit on Ann St and County Rd R by the bridge. Cade and Logan attended the MEUW annual pole top rescue class. The Level Valley Road project is complete. There were services replaced on Spearhead Rd and Highland St.

Kevin gave the Water operator report. The final well 3 radium test was completed and the test came back within range. We will keep the preliminary monitoring schedule for the next year with quarterly testing. There are 3 water meters left to change out, two left to schedule. We are now going to be testing phosphorus and ammonia in house.

Barry gave the wastewater report. The E Coli study results from Mead and Hundt were discussed. He attended the WWOA conference. Pfas was a hot topic at the conference again. The DNR lab evaluation is scheduled for November 19<sup>th</sup>. The treatment plant and flow charts and graphs were reviewed.

The next meeting is scheduled for December 9<sup>th</sup> at 9:00 am.

A motion was made by Wayne, seconded by Dennis to move in to closed session. A roll call vote was taken with everyone voting yes. Moved to closed session.

A motion was made by Josh, seconded by Wayne to adjourn the meeting. Meeting adjourned.

### **Minutes for Meeting held on December 9, 2024**

The meeting was called to order at 9:00 am by Glen Falkenthal. Also in attendance were Dennis Uecker, Wayne Schultz, Ted Engelbart, Josh Prescher, Todd Tessmann, Cade Schreiber, Barry Moder, Kevin Neu and Jamie Kulkee.

The minutes from the meetings held on November 4th were reviewed. A motion was made by Ted, seconded by Wayne to approve the minutes as submitted. Motion carried.

A motion was made by Dennis, seconded by Ted to approve the November vouchers #43235-43264, November WPPI Energy Power Bill, and the electronic transfers for a total of \$194,864.25. Motion carried.

The monthly report was reviewed and accepted as submitted.

Todd gave the managers report. We were not awarded any principal forgiveness for the water main project. We are looking at adding the plant work order system to our new accounting software. This will be looked in to early in 2025. We are now adding daily dam reading to our website.

A motion was made by Josh, seconded by Ted to approve the blacktop bid by Kartechner Brothers LLC to include the square footage for the area leading to the gate. This will be in addition to the Village salt shed project blacktopping. Motion carried.

The 2025 budget was discussed. The only change from last month was an additional gate keeper was added and split between the 3 utilities. A motion was made by Dennis, seconded by Wayne to approve the 2025 budget. Motion carried.

Cade gave the lineman report. There were no outages to report. They were called to the Island for a service line torn down by a tree. ATC has been working on their line. We are operating on 1 bay while they complete their work. They took down a recloser on Anthony Island that was no longer needed there. A service on Spearhead was converted to underground. The materials for the PATH lighting project came in last week. Will be working on putting that together over the winter.

Kevin gave the water operator report. There is 1 water meter left to change out. There was a water meter break Thursday December 5<sup>th</sup>. There were 7 customers that were shut off for about 4 hours. The break happened in the alley by the post office in the 4 inch main that is scheduled to be replaced next year. Kevin helped the village with leaf pickup and chipping.

Barry gave the wastewater operator report. Their lab audit was completed. They have an audit every 3 years. There was 1 minor deficiency that was handled on site. The engineer that we have a Mead & Hundt was diagnosed with cancer. They are looking into a new chemical to add at the end of the plant for E coli treatment. The charts and graphs were reviewed. Everything is operating well.

The next meeting is scheduled for January 13<sup>th</sup>, 2025 at 9 am.

A motion was made by Dennis, seconded by Wayne to move into closed session. A roll call vote was taken with everyone voting yes. Meeting is now in closed session.

A motion was made by Josh, seconded by Dennis to adjourn the meeting. Meeting adjourned.

**Minutes for Meeting held on December 16, 2024**

Present Glen, Ted, Josh, Wayne, Dennis, Todd, Cade

Glen called meeting to order:

Motion by Wayne to go into closed session, 2<sup>nd</sup> Ted. Polled unanimous.

Motion to move into open session by Josh, 2<sup>nd</sup> Ted. Carried.

Discussion was held regarding the Utility Manager's position after Todd retires 12-31-2025. Cade indicated he would be interested in the position.

Motion by Josh to move Cade Schreiber to Assistant Manager immediately with a wage of \$56.00 hr beginning Jan. 1<sup>st</sup>, 2025, with the understanding that Cade would move to Manager Jan. 1<sup>st</sup> 2026. 2<sup>nd</sup> by Ted. Carried.

Discussion was held on the Lead Lineman and it was suggested that Logan may be interested in the position. It was also discussed that the utility would need to hire an apprentice lineman should Logan accept Lead Linemen. More discussion regarding this at subsequent meetings.

Motions to Adjourn by Dennis, 2<sup>nd</sup> Wayne. Carried.