

**Minutes of a Regular Meeting of the
Waupun Utilities Commission
Monday, January 14, 2019**

The meeting was called to order by President Heeringa at 4:00 p.m.

Commissioners Gerritson, Heeringa, Homan, Kaczmarski, Mielke, Thurmer, and Westphal were present.

Motion made by Thurmer, seconded by Kaczmarski and unanimously carried, to approve the minutes from the December 10, 2018, regular meeting.

On motion by Gerritson, seconded by Westphal and unanimously carried, bills for the month of December 2018 were approved as presented.

General Manager Posthuma reported on the succession planning of Steve Brooks as Electric Operations Supervisor, and Chad Flegner as Electric Crew Foreman, effective January 13, 2019. Favorable weather the past month has been a great asset for completing projects and annual tree trimming.

Water & Sewer Maint/Treatment Supervisor reported the mild weather has allowed for less water main breaks and lessened the need for water bleeder use to prevent water services from freezing. Report made on an unusual sewer backup into a home while routine sanitary main flushing was performed. The utilities will cover cleanup and repair of damage incurred.

Finance Director Oosterhouse will present financial results at the next commission meeting for year-end 2018.

General Manager Posthuma provided an update on the planning process to date for the wastewater treatment plant upgrade. Information was reviewed regarding the proposed Advanced Biological Nutrient Recovery (ABNR) process, grant and loan application process, along with discussion on the design-engineering contract. Applied Technologies will present a final design engineer contract for commission approval at the March commission meeting.

Discussion held on current cost sharing processes with the city during street reconstruction projects.

On motion by Westphal, seconded by Thurmer and unanimously carried, the meeting was adjourned at 5:40 p.m.

In the event no action items develop before the February meeting, the next commission meeting is scheduled on March 11, 2019, at 4:00 p.m.

Nancy Oosterhouse
Mapping/Admin Coordinator