

# OFFICIAL NOTICE AND AGENDA

There will be a Regular meeting of the City of Stoughton Utilities Committee on Monday, May 14, 2012 to be held at 5:00 p.m. in the Edmund T. Malinowski Board Room of the Stoughton Utilities Administration Office in the Stoughton Utilities Building, 600 S. Fourth Street, Stoughton, WI 53589.

## AGENDA:

Call To Order.

Stoughton Utilities Committee Consent Agenda. (All items are considered routine and will be enacted upon by one motion. There will be no separate discussion of these items unless a Stoughton Utilities Committee member so requests, in which event the item will be removed from the consent agenda and be considered on the regular agenda.) **(Action.)**

- a) Stoughton Utilities Payments Due List Report.
- b) Draft Minutes of the March 19, 2012 Regular Stoughton Utilities Committee Meeting.
- c) Stoughton Utilities February and March 2012 Financial Summaries.
- d) Stoughton Utilities February and March 2012 Statistical Information.
- e) Stoughton Utilities Communications.
- f) Stoughton Utilities Committee Annual Calendar.
- g) Stoughton Utilities March and April 2012 Activities Report.

## BUSINESS:

1. Stoughton Utilities Committee Chairperson And Vice-Chairperson Election. **(Action.)**
2. Stoughton Utilities Committee Liaison And Alternate Liaison To The Stoughton Common Council. Election. **(Action.)**
3. Stoughton Utilities Committee Monthly Meeting Date And Time Designation. **(Action.)**
4. Status of the Stoughton Utilities Committee Recommendation(s) to The Stoughton Common Council. **(Discussion.)**
5. Stoughton Utilities Audit Report And Management Letter. **(Action.)**
6. Stoughton Utilities Proposed Electric And Water Tax Stabilization Dividends. **(Action.)**
7. Stoughton Utilities Fluoridation Program. **(Discussion and Possible Action.)**
8. Stoughton Utilities Customer Collections Status Report. **(Discussion.)**
9. Stoughton Utilities Electric And Water Annual Reports To The Public Service Commission Of Wisconsin. **(Discussion.)**
10. Stoughton Utilities Recent Vacant Positions. **(Discussion.)**
11. Stoughton Utilities Committee Agenda Items Requiring Post-Committee Action. **(Discussion.)**
12. Stoughton Utilities Committee Future Meeting Agenda Item(s). **(Discussion.)**
13. Stoughton Utilities Committee Tour Of The Utilities Administration Office. **(Discussion.)**

## ADJOURNMENT

Mayor Donna L. Olson,  
Stoughton Utilities Committee Chairperson  
May 8, 2012

## Notices Sent To:

Mayor Donna L. Olson, Chair  
Aldersperson Michael Engelberger  
Aldersperson Eric Hohol, Vice-Chair, Common Council Liaison  
Aldersperson Elvin (Sonny) Swangstu  
Stoughton Utilities Committee Citizen Member David Erdman  
Stoughton Utilities Committee Citizen Member Jonathan Hajny  
Stoughton Utilities Committee Citizen Member Angie Halverson  
Stoughton Utilities Citizen Member-Nominated Alan Staats  
Stoughton Utilities Operations Superintendent Sean Grady  
Stoughton Utilities Director Robert P. Kardasz, P.E.

cc: Jodi Dobson, CPA, Manager – Baker Tilly Virchow Krause, LLP  
Stoughton Common Council Members  
Stoughton Utilities and MEUW Southeastern Regional Safety Coordinator Christopher A. Belz  
Stoughton Utilities Billing and Consumer Services Technician Erin N. Bothum  
Stoughton City Media Services Director William H. Brehm  
Stoughton City Attorney Matthew P. Dregne  
Stoughton Utilities Wastewater System Supervisor Brian G. Erickson  
Stoughton Utilities Office and Information Systems Supervisor Brian R. Hoops  
Stoughton Deputy City Clerk and Confidential Secretary Maria P. (Pili) Hougan  
Stoughton Utilities Finance and Administrative Manager Kim M. Jennings, CPA  
Stoughton Library Administrative Assistant Debbie Myren  
Stoughton City Clerk and Personnel Director Nick Probst  
Stoughton Utilities Water System Supervisor Roger M. Thorson  
Stoughton Utilities Electric Lead Line Worker Craig A. Wood  
Stoughton Leadership Team  
Stoughton Newspapers  
Wisconsin State Journal

**IMPORTANT: FIVE MEMBERS ARE NEEDED FOR A QUORUM:** If a Stoughton Utilities Committee member encounters a situation that may affect your scheduled participation, please contact Robert Kardasz or Sean Grady at 877-7423 or 877-7416 respectively prior to 5:00p.m. or via e-mail at [bkardasz@stoughtonutilities.com](mailto:bkardasz@stoughtonutilities.com).

It is possible that members of, and possibly a quorum of members of other committees of the Common Council of the City of Stoughton may be in attendance at the above-mentioned meeting to gather information. No action will be taken by any such group(s) at the above-mentioned meeting other than the Stoughton Utilities Committee consisting of Mayor Donna Olson, Alderperson Michael Engelberger, Alderperson Eric Hohol, Alderperson Elvin (Sonny) Swangstu, Citizen Member David Erdman, Citizen Member Jonathan Hajny, and Citizen Member Angie Halverson.

Please note that items taken on the Consent Agenda will not be discussed. Any individual Stoughton Utilities Committee member may request an item be removed from the consent.

Upon reasonable notice, efforts will be made to accommodate the needs of disabled individuals through appropriate aids and services. For information or to request this service, please contact the Stoughton Utilities Director at (608) 877-7423.

An expanded meeting may constitute a quorum of the Common Council.

Current and past Stoughton Utilities Committee documents, including meeting notices, meeting packets, and meeting minutes, are available for public download at <http://uc.stoughtonutilities.com>.