

STOUGHTON UTILITIES COMMITTEE REGULAR MEETING MINUTES

Monday, April 15, 2024 – 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 796-325-805

Members Present: Citizen Member Carl Chenoweth, Citizen Member David Erdman (Chair), Alderperson Regina Hirsch, Alderperson Greg Jensen, Alderperson Daniel Payton, Mayor Tim Swadley, Citizen Member Dustin Thoren (Vice-Chair)

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: Chairperson Erdman called the regular Stoughton Utilities Committee Meeting to order at 5:30 p.m. Chenoweth, Erdman, Hirsch, Jensen, Payton, Swadley, and Thoren were present in person. No members attended virtually.

Verification of Quorum: The chair verified that a quorum of the committee membership was present.

Certification of Compliance with Open Meetings Law: Hoops certified that the meeting had been properly noticed in compliance with open meetings law.

Public Comments: There were no public comments.

Utilities Committee Consent Agenda: Stoughton Utilities staff presented and discussed the Stoughton Utilities Committee consent agenda items. Staff pointed out that the activities report was now being presented in a new format to make it more engaging. Staff also discussed the tour of the Stoughton Utilities East Substation that was held prior to the meeting, which Thoren attended along with Director Weiss. Discussion followed.

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

- a. Minutes of the March 25, 2024 Regular Utilities Committee Meeting
- b. Stoughton Utilities Payments Due List Report
- c. Stoughton Utilities Quarter 1 2024 Investment Summary
- d. Stoughton Utilities Statistical Report
- e. Stoughton Utilities Activities Report
- f. 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:

Business:

1. Bid Award for Project No. S11-23F: Multiple-Year Underground Electric Facility Installation Unit Price Contract

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2. Bid Award for Contract No. 1-2024: 2024 Street and Utility Construction
3. Wisconsin Department of Transportation State/Municipal Financial Agreement

Discussion followed.

Bid Award for Contract No. 2-2024: West South Street Reconstruction: Stoughton Utilities staff presented and discussed the March 27, 2024 bid tabulation for the 2024 West South Street Reconstruction Contract 2-2024. Staff explained that the bid for Contract 2-2024 includes the following work: 1,900 linear feet (LF) of sanitary sewer; 200 LF of water main; 1,300 LF of storm sewer; 3,800 LF of curb and gutter; 20,000 square feet of sidewalk and driveway apron; 5,500 tons (T) of base course; 2,800 T of asphalt pavement; restoration; and related miscellaneous work.

Staff informed the committee that five bids were received for Contract 2-2024, ranging from \$1,618,933.38 to \$1,831,894.00, and Rock Road Companies, Inc. of Janesville, Wisconsin was the apparent low bidder with a bid of \$1,618,933.38. The bid was deemed to be responsive.

Staff explained that the bid included \$452,835.94 for sanitary sewer reconstruction and \$150,159.79 for water system reconstruction, for a total of \$602,995.73 of utility financed work. These amounts are within the amounts budgeted in the approved Stoughton Utilities 2024 Capital Improvement Plan, which combined totaled \$782,000 for this project.

Motion by Chenoweth, the motion seconded by Thoren, to approve the bid award for Contract 2-2024: 2024 West South Street Reconstruction to Rock Road Companies, Inc. of Janesville, Wisconsin, and recommend approval of the bid award to the Stoughton Common Council at their April 23, 2024 meeting. The motion carried unanimously 7 to 0.

American Public Power Association Electric Reliability Annual Benchmarking Report: Staff presented and discussed a report provided by the American Public Power Association (APPA) containing the utility's 2023 electric reliability metrics, including information about how the utility's reliability compares to other utilities across the country, sorted by size and region. The average Stoughton Utilities customer experienced 0.79 electric service interruptions, with average electric service availability of 99.983%. Staff informed the committee that Stoughton Utilities has again been recognized by the APPA for its exceptional electric system reliability. Discussion followed.

Utilities Committee Future Agenda Items: Stoughton Utilities staff informed the committee that future agenda items include the annual reorganization meeting in May, presentation of the annual drinking water consumer confidence report in May, presentation of the utilities financial audit report in June, presentation of the Wisconsin Public Service Commission annual reports for the electric and water utilities in June, and the annual approval of the wastewater CMAR in June. Potential future tour dates were discussed, and it was shared with the committee that the operating budget and CIP process will begin being discussed in August and September. Discussion followed.

Adjournment: Being no further business before the committee, motion by Thoren, seconded by Chenoweth, to adjourn the meeting at 5:42 p.m. The motion carried unanimously 7 to 0.

Respectfully submitted,

Brian R. Hoops

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Assistant Stoughton Utilities Director