

OFFICIAL NOTICE AND AGENDA

There will be a Regular meeting of the City of Stoughton Utilities Committee on Monday, April 18, 2011 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 14, 2011 Regular Stoughton Utilities Committee Meeting.
- c) Stoughton Utilities February 2011 Financial Summary.
- d) Stoughton Utilities February 2011 Statistical Information.
- e) Stoughton Utilities Communications.
- f) Stoughton Utilities Committee Annual Calendar.
- g) Stoughton Utilities March 2011 Activities Report.

BUSINESS:

1. Status of the Stoughton Utilities Committee Recommendation(s) to The Stoughton Common Council. **(Discussion.)**
2. Stoughton Utilities Wastewater Treatment Facility Laboratory Quality Manual. **(Action.)**
3. Stoughton Utilities Emergency Action Plan. **(Action.)**
4. WPPI Energy (WPPI) Orientation Meeting. **(Discussion.)**
5. Stoughton Utilities Committee Future Meeting Agenda Item(s). **(Discussion.)**

ADJOURNMENT

Mayor Donna L. Olson,
Stoughton Utilities Committee Chairperson
April 12, 2011

Notices Sent To:

Mayor Donna L. Olson, Chair
Aldersperson Carl T. Chenoweth, P.E., Vice-Chair
Aldersperson Eric Hohol
Aldersperson Steve Tone
Stoughton Utilities Committee Citizen Member David Erdman
Stoughton Utilities Committee Citizen Member Jonathan Hajny
Stoughton Utilities Committee Citizen Member Angie Halverson
Stoughton Utilities Operations Superintendent Sean Grady
Stoughton Utilities Director Robert P. Kardasz, P.E.

cc: Stoughton Common Council Members
Stoughton Alderperson-Elect Larry Peterson
Stoughton Alderperson-Elect Tim Swadley
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 Utilities Wastewater Operator and Laboratory Technician Phillip O. Linnerud
Stoughton City Clerk and Personnel Director Kelly S. Michaels
Stoughton Library Administrative Assistant Debbie Myren
Stoughton Utilities Water System Supervisor Roger M. Thorson
Stoughton Utilities and WPPI Energy Services Representative Alicia VandenOever
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 6:00 p.m. or via e-mail at 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 Carl Chenoweth, Alderperson Eric Hohol, Alderperson Steve Tone, 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>.