REGULAR MEETING OF THE JEFFERSON UTILITIES COMMISSION, HELD JULY 14, 2025

On call of the roll, Commissioners present were: Pieters, Adams, Oppermann, Neils, Schroeder, Ganser, and Bristol. Also present were: Business Manager, Sarah Hinze; Electrical Line Superintendent, Nick Baumann; Billing Clerk, Emily Hein; Meter Technician, Jackie Tucker; Lineman, Nick Mueller; City Attorney, Chris Rogers; Phil Hansen, WPPI; Greg Hoffmann, WPPI. The meeting began at 5:30 p.m.

Public Participation: Bristol explained that preliminary reports for the Spain outage was mainly due to renewable energy and it was later determined that the Spain outage was due to traditional generation.

WPPI Governing Body Presentation – Phil Hansen, Chief Information Officer

Hansen gave a presentation regarding the history of WPPI, update of WPPI's 5-year Business initiatives, update of the current and future transmission system and member satisfaction. He presented information regarding ATC transmission line upgrades that are planned for the future; future renewable energy initiatives and future member service initiatives. He answered questions from the Commission regarding data center impacts, conversion to natural gas plants, and community solar.

Discussion and Possible Action – 6-Circuit Build Out Project Timeline, Cost and Public Service Commission CA

Hinze explained a handout drafted by Forster regarding the timeline and costs of the 6-Ciruit build out. She explained the updated timeline and indicated that the Commission had previously approved the build out and approved the filing of the CA with the PSC. She explained that Forster revised some of the design and therefore it is before the Commission. Hinze indicated that she has a meeting scheduled with WPPI to discuss the timing and financing options available for this project. Oppermann suggested that Ehler's is contacted. Hinze indicated that she will reach out to them. Motion by Schoeder to approve the revised project and to apply for the CA with the PSC. Seconded by Neils. On call of the roll, motion carried. (Pieters-Aye; Adams – Aye; Bristol - Aye; Ganser – Aye; Schroeder-Aye; Oppermann – Aye; Neils - Aye).

Discussion and Possible Action – Approval of the 2024 Audit

Motion by Bristol to approve the 2024 audit that was presented at the last meeting by Baker Tilly. Seconded by Ganser. On call of the roll, motion carried. (Pieters-Aye; Adams – Aye; Bristol - Aye; Ganser – Aye; Schroeder-Aye; Oppermann – Aye; Neils - Aye).

Minutes

Motion by Adams to approve the open session minutes of the June 9, 2025 meeting. Seconded by Oppermann. On voice call, motion carried. Schroeder abstained.

Approval of June and July 2025 Expenditures

Motion by Schroeder and seconded by Ganser to approve the expenditures as presented. On call of the roll, motion carried. (Pieters-Aye; Adams – Aye; Bristol - Aye; Ganser – Aye; Schroeder-Aye; Oppermann – Aye; Neils - Aye).

Closed Session

Motion by Oppermann and seconded by Adams to convene in Closed Session. Before voting on the motion, Pieters announced to all present that the Commission may convene in closed session pursuant to Section 19.85(1)(c), Wis Stats., for considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility, specifically promotion of a Journey Lineman to Lead Lineman position and to refill the vacant Journey Level Lineman position. This meeting is closed pursuant to section 19.85 (1)(c) of the Wisconsin Statutes. On call of the roll, motion carried. (Pieters-Aye; Adams – Aye; Bristol - Aye; Ganser – Aye; Schroeder-Aye; Oppermann – Aye; Neils - Aye). The Commission convened into closed session at 6:15 pm.

Open Session

Motion by Schroeder and seconded by Ganser to re-convene in open session. On call of the roll, motion carried. (Pieters-Aye; Adams – Aye; Bristol - Aye; Ganser – Aye; Schroeder-Aye; Oppermann – Aye; Neils - Aye). The Commission convened into open session at 6:20 pm.

Discussion and Possible Action – Journey Lineman to Lead Lineman

Motion by Oppermann to promote Nick Mueller to the Lead Lineman position at step 6 of the labor grade. Seconded by Neils. On call of the roll, motion carried. (Pieters-Aye; Adams – Aye; Bristol - Aye; Ganser – Aye; Schroeder-Aye; Oppermann – Aye; Neils - Aye).

Discussion and Possible Action – Refill Vacant Journey Lineman or Apprentice Level

Motion by Schroeder to approve the refill of the position vacated by Mueller's promotion with either a Journey Level or Apprentice Level Lineman. Seconded by Ganser. On call of the roll, motion carried. (Pieters-Aye; Adams – Aye; Bristol - Aye; Ganser – Aye; Schroeder-Aye; Oppermann – Aye; Neils - Aye).

Discussion and Possible Action – Revisions to Personnel Policies: Holidays and Hours of Work

Hinze indicated that recently the City Council approved changes to these policies and in an effort to keep unity with the city the recommendation is to make these same changes. The change to the Holiday policy includes closing the office at 3:00 pm on New Year's Eve and the change to the hours of work policy is to close the office at 3:00 pm on Fridays. Hinze indicated that the office staff with shorten lunch times and will ensure adequate coverage over the lunch hour. Motion by Ganser to approve the revisions as presented. Second by Neils. On call of the roll, motion carried. (Pieters-Aye; Adams – Aye; Bristol - Aye; Ganser – Aye; Schroeder-Aye; Oppermann – Aye; Neils - Aye).

Discussion and Possible Action- Community Contribution Requests

Hinze indicated that the request from the Ready Kids for School Program was completed on the old form. She forwarded the organizer the revised forms and guidelines and added this to the agenda in hopes the forms would be returned prior to this meeting, which they were not. The request was for $400. Motion by Schroeder to approve the request contingent upon the correct application is completed and the request meets guidelines. Seconded by Ganser. On call of the roll, motion carried. (Pieters-Aye; Adams – Aye; Bristol - Aye; Ganser – Aye; Schroeder-Aye; Oppermann – Aye; Neils - Aye).

Update on On-going Electric Utility Projects

Baumann informed the Commission that the underground work in the Food and Beverage Park has been completed. He stated that the last piece of equipment will be shipped out this week and that he is working with Kikkoman's electrical contractor to schedule the work that JU is assisting with. He stated that Kikkoman is working on getting their switch gear together and the plan is to power up on August 12th. He indicated that they will still need the two temp services that are currently there for the time being. Baumann indicated that the issue reported at the last meeting regarding the removal of a pole has been resolved. The property owner indicated that he can wait until this pole is removed as part of the upgrades to the system. Baumann also indicated that he has discussed the development of the North end of Golf Drive with this property owner. Baumann indicated that he stated that an estimate for the line extension and streetlights has been given to the developer and that we are waiting to hear back.

Electric Utility Manager Monthly Report

Hinze indicated that 3,271 A4 meters have been installed to date and that there are 1,163 left to install. Hinze indicated that the current billing software called Northstar is going through a major upgrade and will be changing the look and functionality of the software. She stated that staff will be going to training throughout the month of August.

Future Agenda Items

Motion by Ganser and seconded by Neils to adjourn. Motion carried on a voice vote. The meeting adjourned at 6:45 pm.