

**Minutes of a Regular Meeting of the
Waupun Utilities Commission
Monday, May 11, 2026**

Meeting called to order by General Manager Brooks at 4:00 p.m.

Present: Commissioners Heeringa, Homan, Kunz, Mielke, Siebers, and Thurmer, and Mayor Bishop
Absent with Notice: Commissioner Daane

General Manager Brooks updated the Commission that Mayor Bishop re-appointed citizen Commissioner Nate Daane to another term expiring in April 2031.

Election of officers was held. On nomination by Thurmer, seconded by Homan, and unanimously carried, Joe Heeringa was re-elected Commission President. Upon his re-election, President Heeringa assumed leadership of the meeting from General Manager Brooks. General Manager Brooks noted that he had spoken with Commissioner Daane prior to the meeting, and Commissioner Daane indicated he would accept nomination for the position of Commission Vice President if nominated. On nomination by Kunz, seconded by Siebers, and unanimously carried, Nate Daane was re-elected Commission Vice President. The General Manager was appointed Secretary, with the option to designate a minute taker.

Commissioners unanimously agreed to continue holding regular meetings on the second Monday of each month at 4:00 p.m.

Motion made by Kunz, seconded by Thurmer, and unanimously carried to approve the minutes from the April 13, 2026, meeting.

Motion by Siebers, seconded by Kunz, and unanimously carried to approve the bills for the month of April 2026 as presented.

On motion by Siebers, seconded by Mielke, and unanimously carried, year-to-date financial reports through March 2026 were approved as presented by Finance Director Stanek. Electric operating income was \$152,400. Water operating income was \$88,300. Sewer operating income was \$8,400.

Treatment Facilities Superintendent Sytsma presented the findings of the 2025 Annual Water Quality Report. The report confirmed that the Utility had no violations of maximum contaminant levels or other water quality standards. Providing safe, high-quality water remains a top priority of the Utility. Staff will continue monitoring for specific contaminants and striving to meet all compliance requirements. On motion by Kunz, seconded by Siebers, and unanimously carried, the 2025 Annual Water Quality Report was approved as presented.

Treatment Facilities Superintendent Sytsma provided an update to the Commissioners regarding Well #6. The well siting study has been completed; however, Wisconsin DNR representatives will not approve the proposed site, resulting in the Utility withdrawing its request for the location. Staff have been working alongside Municipal Well & Pump to develop several options, alternatives, and plans to ensure continued system capacity and reliability into the future. The Utility may also consider rehabilitation of existing wells.

Commission President Heeringa highlighted the award plaque and recent news article from the American Council of Engineering Companies recognizing Applied Technologies, Inc. (ATI) with the ACEC

Engineering Excellence – Best in State Award for the Waupun Utilities Wastewater Treatment Plant upgrade project, which harnesses algae to meet ultra-low phosphorus limits. General Manager Brooks and retired Treatment Facilities and Operations Superintendent Schramm were present alongside ATI's team to receive the prestigious award.

General Manager Brooks provided updates regarding the Business Park Substation project, recent conferences and meetings, and the ongoing development of the Bring-Your-Own-Device demand response program. Discussion also included regional load growth challenges and grid reliability concerns associated with increasing demand from data centers. A bill comparison review was presented to the Commissioners comparing WU's current electric rates to comparable rates of investor-owned utilities (IOUs) for standard usage across the different customer classes. The Utility's rates were shown to be lower than IOU rates, which is a benefit to customers and supports potential economic development and community growth.

Electric Superintendent Vande Kolk provided an update on call-ins, the upcoming addition of street lighting, the alleyway project, cutout replacements, and Business Park Substation planning, as well as highlights of WPPI GIS services and enhancements to the mapping system that will provide added benefit to Utility crews. A presentation was shown highlighting the work recently completed at the Main Substation, including relay replacements, and the benefits these updates will provide to Utility operations.

Treatment Facilities Superintendent Sytsma reported on operations and maintenance activities completed at the water and wastewater treatment facilities, including annual maintenance activities at the water plant, generator testing at Well #4, and participation in an EPA cybersecurity assessment program. Updates were also provided regarding operational challenges at the wastewater treatment facility related to intermittent main circuit breaker trips. Staff have been working closely with vendors and engineers to troubleshoot the issue, maintain operations and permit compliance, and develop plans to retrofit existing panels with modern breakers while utilizing the existing equipment structure.

General Manager Brooks provided a brief overview of the Water and Sewer Operations Report and the Energy Services Manager Report. Highlights included the recent findings of the annual leak detection survey, which indicated that the system is the tightest it has been since the inception of the leak detection program in 2015. Additional highlights included repairs made to reduce infiltration in manholes. Treatment facilities have also observed decreased flows and pumpage.

On motion by Kunz, seconded by Homan, and unanimously carried, the meeting adjourned at 5:38 p.m.

The next regular commission meeting will be held on June 8, 2026, at 4:00 p.m.

Jen Benson
Office & Customer Service Supervisor