

REGULAR MEETING OF THE JEFFERSON UTILITIES COMMISSION, HELD JANUARY 13, 2025

On call of the roll, commissioners present were: Pieters, Adams, Oppermann, Neils, Ganser, Bristol, and Schroeder. Also present were: Business Manager, Sarah Hinze; Electrical Line Superintendent, Nick Baumann; Customer Account Clerk, Jenna Sorenson; Billing Clerk, Emily Hein; Meter Technician, Jackie Tucker; Lineman Apprentice, Nick Mueller; City Attorney, Chris Rogers; City Administrator, Tim Freitag. The meeting began at 5:30 p.m.

Public Participation: None

Discussion Regarding Potential Economic Development Projects within the City, Tim Freitag, City Administrator

Freitag provided an update on several ongoing projects including Kikkoman, the development of the Food and Beverage Innovation Park, Nestle expansion, development of the old County highway parcel on the north side, and the development of Junction Heights on the north side across from the hotel. He provided information on future developments including selection of a site in the Food and Beverage Innovation Park by a company named Onego, foreclosure of the old Tyson plant and potential city development of that site.

Minutes

Motion by Adams to approve the open session minutes of the December 9, 2024 meeting. Seconded by Bristol. On voice call, motion carried.

Approval of December 2024 Expenditures

Motion by Neils and seconded by Adams to approve the December 2024 expenditures as presented. On call of the roll, motion carried. (Pieters-Aye; Adams – Aye; Ganser – Aye; Bristol - Aye; Schroeder – Aye; Oppermann – Aye; Neils - Aye).

Approval of November 2024 Income Statement

Motion by Schroeder and seconded by Bristol to approve the November 2024 income statement as presented. On call of the roll, motion carried. (Pieters-Aye; Adams – Aye; Ganser – Aye; Bristol - Aye; Schroeder – Aye; Oppermann – Aye; Neils - Aye).

Discussion on Possible Action – Attendance at the 2025 APPA DC Legislative Rally

Bristol explained that in discussion with the Mayor he is planning to attend the rally. Oppermann explained that WPPI offers a scholarship for elected officials to attend which covers flight and room. Others who wish to attend would have flights and rooms covered by the Utility. Bristol explained that the company he works for would pay for his flight and room as he will be in DC representing his firm in their interests. He would then attend the APPA sessions as a representative of the Utility. He wanted to ensure that there would be no conflict of interest. City Attorney Rogers indicated that he was supportive and saw no reason to not approve Bristol's attendance at the rally. Motion by Ganser and seconded by Schroeder to approve for Bristol to attend the rally. On call of the roll, motion carried. (Pieters-Aye; Adams – Aye; Ganser – Aye; Schroeder – Aye; Oppermann – Aye; Neils - Aye). Bristol abstained.

Discussion and Possible Action – Community Contributions Guidelines

Hinze explained that Bristol had asked to have this placed on the agenda. Bristol explained that his concern with the current guidelines was that there was no cap on the amount of a grant request and that he would like to set a way to distinguish the tie to the Utility and the community. Schroeder indicated that the City Council set a new parameter for grant requests that come before the city to include the organization's financials, explanation of why the grant is needed, explanation of how the funding will benefit the organization and how its ties to the City. City Attorney Rogers indicated that he will provide a draft of revisions to the current guidelines for discussion at the next meeting.

Discussion and Possible Action – Electric Utility Purchasing Policy

Hinze explained that the draft in front of the Commission tonight was re-worked to mimic Sun Prairie Utilities' policy. The Commission was pleased with the changes, but asked that City Attorney review before final approval occurs. Motion by Schroeder and seconded by Bristol to postpone to the next meeting. On voice call, motion carried.

Discussion and Possible Action – Community Contribution Requests

It was the consensus of the Commission to table these requests until such time as the guidelines are re-visited and approved. No action was taken.

Update on On-going Electric Utility Projects

Baumann explained that the overhead and underground contractors are continuing their work. He explained that the underground work in the Food and Beverage Innovation Park was stopped due to the frost in the ground. Once temps warm up that work will continue. He explained that the overhead work on Collins is moving along. Baumann explained that he had to switch gears regarding the north and south ends of the Golf Drive development. He explained that at this point the Utility will work to gain any necessary easements outside of the current landowner's property to finish the loop through the development and to remove the overhead lines. Baumann reassured the Commission that the Loos homes development has power supplied to the current homes being built. Baumann explained that the crew is doing a fantastic job even though they are working short staffed.

Electric Utility Manager Monthly Report

Hinze updated the Commission regarding the AMI A4 meter issue stating that Tucker and WPPI are working to install 200 meters for Honeywell to remotely update the software. Once this is complete and it is determined to work successfully the Utility will be able to move forward with the remaining meters. Hinze indicated that she is moving forward with the Nestle purchase of the old south side substation land. She has signed the Purchase agreement and is waiting for a closing date from Nestle.

Future Agenda Items

1. Purchase Policy
2. Community Contributions

Motion by Adams and seconded by Ganser to adjourn. Motion carried on a voice vote. The meeting adjourned at 6:40 pm.