

## **REGULAR MEETING OF THE JEFFERSON UTILITIES COMMISSION, HELD MARCH 2, 2026**

On call of the roll, Commissioners present were: Pieters, Ganser, Oppermann, Neils, Bristol, Adams and Schroeder. Members Excused: None. Also present were: Business Manager, Sarah Hinze; Electrical Line Superintendent, Nick Baumann; Lead Lineman, Nick Mueller; Meter Technician, Jackie Tucker; Billing Clerk, Emily Hein; and City Attorney, Chris Rogers. The meeting began at 5:30 p.m.

**Public Participation:** None

### **Mayor Oppermann Presentation of 2026 APPA Legislative Rally**

Oppermann read a statement from Justin Nickels, Mayor of the City of Manitowoc, which reflected Mayor Nickels thoughts of the rally. Oppermann stated that his statement was a great reflection of this year's rally and the benefits of meeting in person with elected officials in Washington.

### **Minutes**

Motion by Schroeder to approve the open session and closed session minutes of the February 9, 2026 meeting. Seconded by Neils. On voice call, motion carried. (Pieters - Aye; Neils - Aye; Ganser - Aye; Schroeder - Aye; Oppermann - Aye). Adams and Bristol abstained.

### **Approval of February and March 2026 Expenditures**

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

### **Discussion and Possible Action- Circuit Breaker(s) Replacement at Substation**

Baumann explained that A.C. Engineering came to assess the damage at the substation due to failure of one bushing that caused an outage on February 18, 2026. He explained that the failure of this one bushing caused damage to three other bushings. He explained that the Commission is aware that the Utility has applied for a Construction Authority with the Public Service Commission to upgrade the substation as part of the 6-Circuit upgrade project. Part of this plan is to upgrade the circuit breakers and relays and move them into the control house. As a result of the February 18th event the recommendation is to move this part of the upgrade to a first priority. Baumann further explained that as an effort to temporarily fix the damaged bushing the recommendation at this time is to replace all 4 bushings as soon as possible. The cost for 4 bushings is \$9656 with a 9 to 11-week lead time. This is considered a temporary fix until the upgraded circuit breakers and relays are purchased and are put into service. He stated that there is a 27-week lead time. Bristol asked if the oil within the transformer was tested. Baumann stated that he would check with A.C. Engineering about this and report back. Motion by Oppermann to approve the purchase of 4 bushings. Seconded by Ganser. On call of the roll, motion carried. (Pieters - Aye; Neils - Aye; Ganser - Aye; Schroeder - Aye; Oppermann - Aye; Adams - Aye; Bristol - Aye).

### **Discussion and Possible Action- Regarding Last Month's Meeting Agenda Item: Hire One (1) Full-Time Customer Accounts Clerk**

Pieters stated that at the last meeting Oppermann suggested that a time study be conducted before making a decision on whether to refill this position. He stated that he didn't feel good about how this was approached. Stating that at the January meeting the Commission approved the refilling and then at the February meeting after interviews were conducted and candidates were identified, that the decision was made to not refill this position until a time study was completed. He stated that he added this agenda item to talk about this further. Bristol stated that he wasn't at the last meeting but that he felt a broader look at City and Utility resources should be examined to determine if any could be shared between the two. Schroeder stated that he needed more information before he could make a decision on filling this position and that he was concerned that the agenda item was added to re-consider the motion that was taken at the last meeting. Rogers indicated this was not added as a motion to re-consider. It was added to get more information on the time study. Oppermann stated that historically time studies were conducted at the City and that Hinze should reach out to Freitag to get the names of the several consulting firms that the City has used in the past. Neils indicated that she felt the utility was adding and adding people and that the Utility has become staff heavy. She would like a professional recommendation on staffing. Oppermann stated that a time study is needed that is bigger than just this Utility. It should be completed city wide. He stated that he was concerned that internal comparables don't match up. He stated that Hinze should

contact Tim Freitag to get the name of the consulting firms they have used in the past. Hinze stated she would contact Freitag and report back.

#### **Discussion and Possible Action- Two Year Extension on Trane Maintenance Agreements**

Hinze indicated that the Trane maintenance agreements for the heating system and cooling system are up for renewal. She stated that after Police Chief Ritcher discussed the agreements with Freitag the recommendation is to extend the maintenance agreements for two years. She stated that these systems are old and that there will be a need to looking into possibility of replacing these systems. Two years should be enough time for evaluations and recommendations to be completed. Bristol questioned the quoted costs. Hinze stated that they list the cost of a 1-year extension, the cost for a 2-two extension and a cost for a 3-three extension. The recommendation is for a 2-year extension at that listed cost. Bristol continued to question the costs and stated he needed clarification. Motion by Schroeder to approve the negotiation of a 2-year Trane maintenance agreement and bring back the pricing for approval. On call of the roll, motion carried. (Pieters - Aye; Neils - Aye; Ganser - Aye; Schroeder - Aye; Oppermann- Aye; Adams - Aye; Bristol - Aye).

#### **Discussion and Possible Action- Community Contribution Requests**

The Commission reviewed a request from Arts Alliance of Greater Jefferson for sponsorship of the 2026 Jefferson Plein Air event for \$1,000. The Commission also reviewed a request from Gemuetlichkeit Days Inc. for sponsorship of the 2026 celebration for \$1,000. Motion by Oppermann to approve both requests as presented. Seconded by Adams. On call of the roll, motion carried. (Pieters - Aye; Neils - Aye; Ganser - Aye; Schroeder - Aye; Oppermann- Aye; Adams - Aye; Bristol - Nay).

#### **Update on On-going Electric Utility Projects**

Pieters asked that all members of the Commission be notified of outages and reason for the outage at the time they happen. Baumann stated he will be sure to email that information to the Commission. Baumann stated that the developers of Junction Hills have signed the paperwork to start the line extension to this development. He stated that Asplundh is in town and has started taking trees down. He stated that the make-ready work for the TDS project is starting to wrap up. He is hoping this project will be finished in May or June of this year.

#### **Electric Utility Manager Monthly Report**

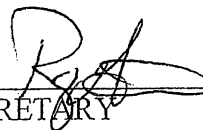
Hinze stated there are 45 AMI meters left to be replaced. She informed the Commission that the Auditors are scheduled to be onsite March 18,19, and 20, 2026. She gave an update to the Commission regarding the implementation of OpenPoint. She stated that the work order and inventory modules were implemented in 2024 and that the last piece of this implementation is the field inventory which will update our GIS map. 2025 was a very busy year with the Food and Beverage Innovation Park and Golf Drive extension, so the plan is to complete the field inventory as soon possible this year in order to utilize the full capabilities of this software.

#### **Future Agenda Items** None

Motion by Adams and seconded by Ganser to adjourn. Motion carried on a voice vote. The meeting adjourned at 6:26 pm.



PRESIDENT



SECRETARY