

REGULAR MEETING OF THE JEFFERSON UTILITIES COMMISSION, HELD APRIL 13, 2026

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

Public Participation: None

Minutes

Motion by Adams to approve the open session minutes of the March 2, 2026 meeting. Seconded by Neils. On voice call, motion carried.

Approval of March and April 2026 Expenditures

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

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

Hinze stated that she reached out to Trane for clarification regarding the pricing for a 2 year extension. Hinze explained that Trane clarified the costs listed in the agreement were the cost for each year. Bristol stated he had an issue with the clause related to tariff costs. He also stated that he would like to see any mention of a 3 year agreement removed since the Commission was only interested in a 2 year agreement. Hinze stated that she will reach out to Trane regarding these concerns. The Commission took no action.

Update on On-going Electric Utility Projects

Baumann updated the Commission regarding the purchase of the new bushings for the substation stating that the utility is still waiting for delivery. Bauman gave an update regarding the tree trimming that Asplundh completed for the Utility. He stated that the crew completed the work needed to get power to the first building in the Jefferson Hills project. He stated that he is working with the surveyors to ensure proper easements are created for the other phases of this project. He stated that he is working on an upgrade along Clancy to South Street which involves replacement of poles which will put the Utility in a better position for the upgrades needed to the 6 circuit build out. He stated that the mini excavator has arrived. He stated that he received an updated sight plan for the Supremo cheese company building. He stated that the last he heard was that they were looking to break ground in fall of this year.

Electric Utility Manager Monthly Report

Hinze stated there are 28 AMI meters left to be replaced. She informed the Commission that Jackie Tucker, Meter Technician will be retiring on May 8, 2026. She stated that she reached out to WPPI to inquire about how other utilities utilize meter technicians. She stated that she was referred to Hartford Utility regarding their position of Utility Technician. She stated that this position is not only responsible for meters, but that they also utilize the position to assist the Lineman with locates, inventory, and lower level line work. She stated she will have an agenda item at the next meeting for further discussion. She informed the Commission that since the meters left that need to be manually read are now at a manageable level the meter readers will no longer read these meters and that their last date of employment will be May 8, 2026. Hinze stated that the Auditors were onsite March 18 and 19 and that they are finishing the needed work. She stated that she attended her first meeting of Member Services Advisory Group (MSAG) of WPPI. She gave a summary of the topics discussed at the meeting. She asked the Commission for more information regarding the scope of the time study the Commission asked for before approving to refill the Customer Accounts Clerk position. She stated that there was mention that the Commission wished to see if any efficiencies could be gained with the City. She asked for clarification of the actual scope of the time study so she could discuss this with potential consultants. Bristol stated that from what he remembered was that it was a time study of the office positions of the Utility. Hinze stated she will reach out to consultants and report back.

Future Agenda Items

1. Discussion regarding adding a disconnect switch to a building in the downtown area.

Closed Session

Motion by Adams and seconded by Neils 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)(f), Wis Stats., for considering financial, medical, social or personal histories or disciplinary data of specific persons, preliminary consideration of specific personnel problems or the investigation of charges against specific persons except where par. (b) applies which, if discussed in public, would be likely to have a substantial adverse effect upon the reputation of any person referred to in such histories or data, or involved in such problems or investigations, specifically to receive the findings of an investigation into personnel matters conducted by the law firm of Buelow Vetter Buikema Olson & Vliet, LLC. This meeting is closed pursuant to section 19.85 (1)(f) of the Wisconsin Statutes. (Pieters-Aye; Neils - Aye; Schroeder – Aye; Oppermann- Aye; Adams-Aye; Bristol-Aye). The Commission convened into closed session at 6:30 pm.

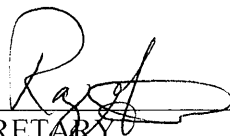
Open Session

Motion by Adams and seconded by Neils to re-convene in open session. On call of the roll, motion carried. (Pieters-Aye; Neils - Aye; Schroeder – Aye; Oppermann- Aye; Adams-Aye; Bristol-Aye). The Commission convened into open session at 8:00 pm.

By motion of the President the meeting adjourned at 8:00 pm.



PRESIDENT



SECRETARY

CLOSED SESSION MEETING OF THE JEFFERSON UTILITIES COMMISSION, HELD ON APRIL 13, 2026

On call of the roll, commissioners present were: Pieters, Oppermann, Schroeder, Neils, Adams, Bristol. Members Excused: Ganser. Also present were: City Attorney, Chris Rogers; Labor Attorney Lauren Burand and Labor Attorney Aleah Loll of Buelow Vetter Buikema Olson & Vliet, LLC. The meeting began at 6:30 pm.

Closed Session

Motion by Adams and seconded by Neils 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)(f), Wis Stats., for considering financial, medical, social or personal histories or disciplinary data of specific persons, preliminary consideration of specific personnel problems or the investigation of charges against specific persons except where par. (b) applies which, if discussed in public, would be likely to have a substantial adverse effect upon the reputation of any person referred to in such histories or data, or involved in such problems or investigations, specifically to receive the findings of an investigation into personnel matters conducted by the law firm of Buelow Vetter Buikema Olson & Vliet, LLC. This meeting is closed pursuant to section 19.85 (1)(f) of the Wisconsin Statutes. (Pieters-Aye; Neils - Aye; Schroeder – Aye; Oppermann- Aye; Adams-Aye; Bristol-Aye).

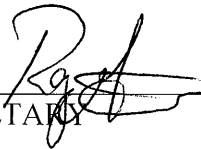
There was discussion regarding the findings of an investigation into personnel matters.

Open Session

Motion by Adams and seconded by Neils to re-convene in open session. On call of the roll, motion carried. (Pieters-Aye; Neils - Aye; Schroeder – Aye; Oppermann- Aye; Adams-Aye; Bristol-Aye). The Commission convened into open session at 8:00 pm.



PRESIDENT



SECRETARY

