

**MINUTES OF THE  
MANITOWOC PUBLIC UTILITIES COMMISSION MEETING  
MONDAY, OCTOBER 29, 2018**

The scheduled meeting of the Manitowoc Public Utilities Commission was called to order by Commissioner Seidl at 4:00 p.m. on Monday, October 29, 2018. In attendance were Commissioners Allie, Diedrich, Hornung, Luckow, Nickels and Sitkiewitz. Also present were Rhienna Gabriel – City Council; Mark Leonhard – Citizen; Nilaksh Kothari – CEO & General Manager; and Attorney Andrew Steimle – Steimle Birschbach, LLC. .

**POWER GENERATION RESILIENCY CONSULTANTS:** At the September 24 meeting, Commissioners requested that proposals be obtained for conducting an analysis on the impact of ozone non-attainment as it relates to addition of new generation at Columbus Street and a 25 year financial life cycle analysis comparing costs between alternatives for start of the existing generation facilities in the event of a transmission outage. For the assessment on the impact of ozone non-attainment proposals were received from RTP Environmental and TRC. For the financial analysis proposals were received from Price Consulting, Customized Energy Solutions, and Black & Veatch. A lengthy discussion ensued. The consensus was to table the financial analysis until the ozone non-attainment impacts assessment is completed.

**MOTION:** A Motion was made by Commissioner Luckow and seconded by Commissioner Sitkiewitz to approve retaining TRC for the ozone non-attainment impacts at a cost not to exceed \$2,500. Motion carried unanimously.

**WASTEWATER TREATMENT FACILITY MANAGEMENT UPDATE:** Attorney Kathleen McDaniel is developing a three year agreement as directed by City Council along with any needed ordinance changes, which will be submitted to City Council for review and approval at the November meeting. A key component for this agreement is to include performance measures that will identify savings and synergies to both entities. The performance measures developed in coordination with Mike Jaeger are: automation of the WWTF to allow unmanned operation and obtaining WDNR approval – January 2021; ensure at least 10% of WWTF mechanics and electricians time is being utilized by MPU – December 2021; complete an asset inventory of WWTF and incorporate them into MPU's asset management system – March 2020; develop a five year capital improvement plan and a three year O & M budget – October 2020; collaborate and complete the Chlorine Risk Management Plan (RMP) for both the WWTF and MPU and have ready for submission to the EPA – December 2019; coordinate joint Annual Chlorine Safety training for all WWTF and MPU personnel that are involved with working with/around chlorine – March 2020; and coordinate joint Annual Confined Space training for required WWTF and MPU personnel – December 2019. The consensus was to accept the performance measures.

**STRATEGIC PLAN WORK PLAN:** The Implementation Plan from 2019 to 2021 for the key Objectives of the Strategic Plan was presented. A total of 37 new initiatives are proposed in the next three years, 8 for Business Services; 9 for Utility Operations; 14 for Technical Services; and 6 for the General Manager. The projected cost of each initiative will be included in the five year capital budget and the three year O & M budget. A brief discussion ensued.

**MOTION:** A Motion was made by Commissioner Diedrich and seconded by Commissioner Nickels to approve the key initiatives of the Strategic Plan. Motion carried unanimously.

**DARK FIBER LICENSE FEE SCHEDULE:** The proposed revisions of the existing Dark Fiber License Fee/Dark Fiber Policy originally approved in March 2018 was presented for review. The changes are recommended by attorney Anita Galluci of Boardman Clark law firm. The highlights of the changes are: the proposed document will be titled “Dark Fiber license Fee Schedule” and will become an exhibit to future new Dark Fiber License Agreement; any charges that may apply to a customer will be included in the fee schedule, including clarification of recurring charges and non-recurring charges (i.e. installation, call out charge for unnecessary trouble calls, repairs, modifications, and 1% late payment penalties – consistent with water and electric service); Dark Fiber License Agreement after initial term expires will automatically renew on a year-to-year basis until either Customer or MPU provides a one-year written notice of termination; while the Dark Fiber License Fee Schedule is periodically reviewed and updated by MPU to reflect cost of service changes, any increase made during the initial term of a lease agreement will be limited to no more than 3% in any one calendar year; and early termination of agreement by Customer requires a lump-sum buyout payment of monthly license fee payments through the remaining agreement term. A brief discussion ensued.

**MOTION:** A Motion was made by Commissioner Allie and seconded by Commissioner Diedrich to approve the revised Dark Fiber License Fee Schedule and Policy. Motion carried unanimously.

**GENERAL MANAGER’S REPORT:** N. Kothari updated the Commission on the following: comments were filed with PSCW opposing the proposed Credit Card Tariff; met with City on the potential WDNR SDWLP process to apply for low interest loan programs for the proposed water mains on CTH CR, Thunder Ridge Road, and South 26<sup>th</sup> Street; and a utility coordination meeting with Meijer store is scheduled on October 25

**GREAT LAKES UTILITIES:** Authorized Phase 2 of GLU Long Term Power Supply Plan on Generation and Power Supply Alternatives Development and Analysis to Leidos. The GLU Annual Meeting will be held in Wisconsin Rapids on November 8, 2018 beginning at 3:30 p.m.

**CBCWA:** A meeting is scheduled on October 31 with CBCWA Manager Nic Sparacio and their engineer to discuss non-financial issues i.e. finished water pump station VFD, replacement of CMF Plant, meter issue, etc.

**MINUTES:** The Minutes from the Regular Session Meetings on October 29, 2018 were presented for approval.

**MOTION:** A Motion was made by Commissioner Luckow and seconded by Commissioner Seidl to approve the Regular Session Minutes from October 29, 2018. Motion carried unanimously.

**APPROVAL OF CLAIMS:** Claims List dated October 23, 2018; and Wire Transfers dated through October 24, 2018 were presented for approval.

**FINANCIAL REPORTS FOR SEPTEMBER 2018:** The Financial Reports for September 2018 were previously distributed to the Commission for review and discussion.

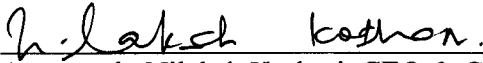
**MOTION:** A Motion was made by Commissioner Hornung and seconded by Commissioner Diedrich to approve the Claims List dated October 23, 2018 check nos. 85636 through 85794 totaling \$726,253.50; Wire Transfers dated through October 24, 2018 totaling \$3,042,393.73; and to place the Financial Reports from September 2018 on file.

**QUOTATIONS/BIDS:** Dust Collector Duct Re-Routing – \$108,344.00 – Schaus Roofing & Mechanical Contractors, Inc.

**MOTION:** A Motion was made by Commissioner Diedrich and seconded by Commissioner Sitkiewitz to approve the Dust Collector Duct Re-Routing. Motion carried unanimously.

**NEXT MEETING:** November 26, 2018 at 4:00 p.m.

**ADJOURN:** A Motion was made to adjourn the meeting by Commissioner Diedrich and seconded by Commissioner Sitkiewitz. Meeting adjourned at 4:32 p.m.

  
Approved: Nilaksh Kothari, CEO & General Manager

  
Approved: Alex Allie, Secretary