

**MINUTES OF THE
MANITOWOC PUBLIC UTILITIES COMMISSION MEETING
MONDAY, OCTOBER 12, 2020**

The scheduled meeting of the Manitowoc Public Utilities Commission was called to order by Commissioner Diedrich via Zoom at 4:00 p.m. on Monday, October 12, 2020. In attendance were Commissioners Allie, Hornung, Luckow, Nickels (via Zoom), Seidl (via Zoom), and Sitkiewitz. Also present were Bob Bouril, Cheryl Barneson, Cindy Carter, Don Duenkel, Andy Onesti, Carissa Grimm – MPU; Troy Adams – General Manager; and Attorney Andrew Steimle – Steimle Birschbach, LLC.

ELECTION OF OFFICERS: A Motion was made by Commissioner Hornung and seconded by Commissioner Sitkiewitz to nominate Commissioner Alex Allie for President, Commissioner Dave Luckow for Vice President, and Commissioner Mark Seidl for Secretary of the MPU Commission for 2020-2021 and to close the nominations. Motion carried unanimously.

Commissioner Allie presided the meeting.

AWARDS/RECOGNITION/ACHIEVEMENTS: T. Adams recognized with the commission one MPU employee for her 30 years of service with MPU and congratulations on her upcoming retirement. Commission thanked the employee for her commitment and dedication to MPU and wished the retiree well.

Bob Bouril and Cheryl Barneson left the meeting at 4:05 p.m.

CONVENE MEETING TO CLOSED SESSION: Notice had previously been given that the Manitowoc Public Utilities Commission will adjourn to a closed session during the October 12, 2020 meeting pursuant to Section 19.85(1) (c) and Section 19.85(1) (e) to discuss approval of the minutes of the September 28, 2020 Closed Session Meeting (Regarding Generation Resiliency Project and Personnel Committee Report and Recommendations) Generation Resiliency Project – status of and discussions regarding negotiation strategy relating to potential equipment purchase(s).

MOTION: A Motion to convene in closed session was made by Commissioner Seidl and seconded by Commissioner Diedrich. Motion carried unanimously. Accordingly, the Commission convened in closed session at 4:06 p.m.

The meeting was reconvened to open session at 5:10 p.m.

APPROVAL OF ITEMS FROM CLOSED SESSION: None.

PURCHASING POLICY: Attorney Andy Steimle and the MPU leadership team collaborated to revise the existing purchasing policy to increase purchasing power at the department and senior manager levels as well as approval flows within the PO system. There was brief discussion on the threshold for verbal and written quotes.

MOTION: A Motion was made by Commissioner Hornung and seconded by Commissioner Sitkiewitz to approve the purchasing policy as presented. Motion carried unanimously.

SNOW DUMPING AGREEMENT WITH CITY: The snow dumping agreement with City of Manitowoc for the winter 2020/2021 season was presented for review. The MPU property was used last winter by City for snow dumping for the first time. Based on last year's use of this site, Department of Public Works personnel indicated that the need for supplemental contract trucks, beyond the City fleet of 6, was minimized to approximately 2. Hauling to a distant remote site after moderate to heavy snowfalls has typically required a total of 14 to 22 trucks. Attorney Andy Steimle has reviewed the agreement and also discussed its content with City Attorney, Kathleen McDaniel. Renewal will be considered on a year by year basis prior to October 1 of each year.

RESOLUTION NAMING AUTHORIZED REPRESENTATIVE TO APPLY FOR GRANTS AND LOANS FROM WDNR: The Wisconsin DNR, in collaboration with the Department of Administration and the Public Service Commission, established the Private Lead Service Line (LSL) Replacement Program to assist municipalities in their efforts to replace private LSLs. MPU applied for and received \$650,000 of WDNR principal forgiveness loans in 2017 and 2018. In mid-2020, the WDNR announced a new funding source for replacing private LSLs that would be available for the 2021 construction season. Applications are due before February 2021; awards will be 100% principal forgiveness and will be made for one construction season at a time. The 2021 WDNR Private LSL Replacement application requires an Authorized Representative Resolution for Safe Drinking Water Loan Program (SDWLP). Since the previous WDNR LSL funding program resolution named Nilaksh Kothari, a new resolution is needed.

MOTION: A Motion was made by Commissioner Hornung and seconded by Commissioner Sitkiewitz to approve the resolution naming the Water Systems Manager as the authorized representative to apply for grants and loans from WDNR. Motion carried unanimously.

GENERAL MANAGER'S REPORT: T. Adams updated the Commission on the following: an error in reporting the B8 outage which has started, not completed as noted. Eaton continues to have issues with the outage email when reporting. Worker's Compensation premiums are set to increase. Brief update on the CBCWA meeting attended by commissioners Allie and Luckow and T. Adams on September 29. Discussion with commission and D. Duenkel on the T9 extraction steam volatiles to see if numbers would decrease for organic malting process; however, it was not successful. A large customer is taking on new load. A brief discussion on solar generation in the live lines newsletter.

MINUTES: The Minutes from the Regular Session Meeting on September 28, 2020 were presented for approval.

MOTION: A Motion was made by Commissioner Diedrich and seconded by Commissioner Seidl to approve the Regular Session Minutes from September 28, 2020 with the revisions. Motion carried unanimously.

APPROVAL OF CLAIMS: Claims List dated October 13, 2020; and Wire Transfers dated through October 7, 2020 were presented for approval.

APPROVAL OF WWTF CLAIMS: Claims List dated October 16, 2020 were presented for approval.

MOTION: A Motion was made by Commissioner Diedrich and seconded by Commissioner Seidl to approve the Claims List dated September 29, 2020 check nos. 92473 through 92591 totaling \$760,153.01; Wire Transfers dated through September 23, 2020 totaling \$848,289.50; Claims List for WWTF batch 712.10.2020 dated October 16, 2020 totaling \$145,382.10. Motion carried unanimously.


QUOTATIONS/BIDS: Microsoft Office 2019 Upgrade - \$90,084.60 – CDW-G; Watermain Replacement on Menasha Avenue - \$311,209.00 – Dorner, Inc. There was a brief discussion on why MPU chose the 2019 Office upgrade rather than the Microsoft 365.

MOTION: A Motion was made by Commissioner Hornung and seconded by Commissioner Sitkiewitz to approve Microsoft Office 2019 Upgrade. Motion carried unanimously.


MOTION: A Motion was made by Commissioner Diedrich and seconded by Commissioner Hornung to approve the Watermain Replacement on Menasha Avenue. Motion carried unanimously.

NEXT MEETING: Monday, November 9, 2020 at 4:00 p.m.

ADJOURN: A Motion was made to adjourn the meeting by Commissioner Hornung. Meeting adjourned at 5:39 p.m.



Approved: Troy Adams, General Manager



Approved: Mark R. Seidl, Secretary