

**MINUTES OF THE  
MANITOWOC PUBLIC UTILITIES COMMISSION MEETING  
MONDAY, FEBRUARY 8, 2021**

The scheduled meeting of the Manitowoc Public Utilities Commission was called to order by Commissioner Allie at 4:00 p.m. on Monday, February 8, 2021. In attendance were Commissioners Diedrich (via Zoom), Hornung, Luckow, Nickels, and Sitkiewitz. Also present were Bob Bouril, Cindy Carter, Don Duenkel, Andy Onesti, Carissa Grimm – MPU; Troy Adams – General Manager; and Attorney Andrew Steimle – Steimle Birschbach, LLC. Commission Seidl was excused.

**VEHICLE REPLACEMENT POLICY:** The revision to this policy is intended to allow consideration for the Power Plant to receive a new vehicle. The current policy from the 2018 revision only allows the Power Plant to receive vehicles handed down from other departments, vehicles that have already met the vehicle replacement requirements of the policy. The Power Plant currently has a 1999 ¾ ton Ford F250 pickup truck that was handed down from the Water Department approximately ten years ago. The truck has various maintenance and reliability issues and is at end of life. Earlier this year, a bid tab was presented and approved for purchase of a ¾ ton Ford F250 four-wheel drive pickup truck for the Power Plant. Purchase of a new vehicle for the Power Plant is currently contrary to the policy and the purchase has been put on hold.

**MOTION:** A motion was made by Commissioner Hornung and seconded by Commissioner Luckow to approve the revised Vehicle Replacement Policy. Motion carried unanimously.

**MSI RATA TESTING SOLE SOURCE:** MPU has received a three-year Relative Accuracy Test Audit (RATA) quote of \$34,030 annually from Mechanical Systems Inc. (MSI). MPU has relied on MSI to provide Continuous Emission Monitoring System (CEMS) maintenance and oversight for annual RATA testing since the CEMS were originally purchased from MSI. MSI is the preferred provider due to their proven expertise and location in Sun Prairie which makes same-day site visits for emergency maintenance possible. MSI is listed in MPU's required CEMS QA/QC Plan (on file with WDNR) as the systems provider and maintenance contact.

**MOTION:** A motion was made by Commissioner Sitkiewitz and seconded by Commissioner Diedrich to approve MSI as the sole source for RATA testing. Motion carried unanimously.

**MPU COMFORT RESOLUTION:** The Comfort Resolution drafted by attorney Richard Heinemann was distributed to GLU members participating in the RICE project to obtain approval from their respective boards. This is a non-binding resolution to show support of MPU Commission for the GLU generation project.

**MOTION:** A motion was made by Commissioner Hornung and seconded by Commissioner Nickels to approve the Comfort Resolution. Motion carried unanimously.

**AWWA ANNUAL CONFERENCE:** A request was made for the Commissioners to consider attending the 2021 AWWA Annual Conference in San Diego, CA from June 13-16, 2021. The approximate cost per person is \$2,425.

**MOTION:** A Motion by Commissioner Luckow and seconded by Commissioner Nickels to approve Commissioner(s) attendance at the 2021 AWWA Annual Conference. Motion carried unanimously.

**APPA NATIONAL CONFERENCE:** A request was made for approval of any Commissioners to attend the 2021 APPA National Conference in Chicago, IL from June 20-23, 2021. The approximate cost per person is \$2,675.

**MOTION:** A Motion by Commissioner Nickels and seconded by Commissioner Sitkiewitz to approve Commissioner(s) attendance at the 2021 APPA National Conference. Motion carried unanimously.

**WALDO BOULEVARD SHARED COSTS:** Over the past several years, MPU and the City have been discussing the potential for shared responsibilities for street construction project costs where MPU and the City complete their work concurrently. The construction project costs referred to might include contractor mobilization, traffic control, field office, inspection fees, DOT fees, etc., where common benefits are shared by the street, storm, sanitary and water construction aspects of the project. For the 2019 and 2020 Waldo Boulevard project, MPU's participation in splitting the DOT shared costs equally between sanitary, storm, and water results in a payment to the City in the amount of \$229,636.81. Commissioner Nickels explained that in the past the majority of project costs have not been shared by MPU. In addition to consideration for shared construction costs, similar sharing would apply towards grant funding received for the projects.

**GLU UPDATE TO CITY COUNCIL:** The letter to the Mayor and City Council on the 2020 activities of Great Lakes Utilities was presented for review and discussion. This annual correspondence is required as part of the authorization from the City to be a member of GLU and in delegating the authority to MPU. The consensus was to submit the update to City Council. Commissioner Nickels requested T. Adams to attend a Council meeting in May/June 2021 to present an update on GLU activities.

**GENERAL MANAGER'S REPORT:** T. Adams updated the Commission on the following: Working on plans for the installation of a residential service in West Garage of the Main Office for connecting the storage project and EV charger. Discussion on non-attainment area being lifted for this year. Pointed out the safety aspect from the MEUW Live Lines article regarding the Alliant Energy employees electrocuted while responding to a power outage at a Sheboygan business.

**GLU UPDATE:** The report was previously distributed for review; no discussion.

**CBCWA UPDATE:** The report was previously distributed for review; no discussion.

**MINUTES:** The Minutes from the Regular Session Meeting on January 25, 2021 were presented for approval.

**MOTION:** A Motion was made by Commissioner Sitkiewitz and seconded by Commissioner Nickels to approve the Regular Session Minutes from January 25, 2021. Motion carried unanimously.

**APPROVAL OF CLAIMS:** Claims List dated February 9, 2021; and Wire Transfers dated through February 3, 2021 were presented for approval.

**APPROVAL OF WWTF CLAIMS:** Claims List dated January 29, 2021; and Claims List dated February 5, 2021 were presented for approval.

**MOTION:** A Motion was made by Commissioner Sitkiewitz and seconded by Commissioner Nickels to approve the Claims List dated February 9, 2021 check nos. 93524 through 93657 totaling \$742,914.50; Wire Transfers dated through February 3, 2021 totaling \$452,520.95; Claims List for WWTF batch 719.12.2020 and 715.01.2021 dated January 29, 2021 totaling \$6,452.04; and Claims List for WWTF batch 711.02.2021 dated February 5, 2021 totaling \$15,270.56. Motion carried unanimously.

**INVESTMENT REPORT:** The Investment Portfolio Report from Baird, our investment advisor, for the period ending December 31, 2020 was previously distributed to the Commission for review and discussion.

**MOTION:** A Motion was made by Commissioner Sitkiewitz and seconded by Commissioner Nickels to accept the Investment Reports from Baird.

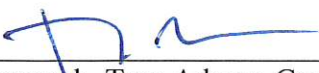
**QUOTATIONS/BIDS:** 2021 Watermain Construction Inspection Support Services - \$91.00/hour – Robert E. Lee & Assoc.; and Lawn Care and Landscaping services - \$50,502.00 – Quality Lawn Care.

**MOTION:** A Motion was made by Commissioner Sitkiewitz and seconded by Commissioner Luckow to approve the 2021 Watermain Construction Inspection Support Services. Motion carried unanimously.

**MOTION:** A Motion was made by Commissioner Diedrich and seconded by Commissioner Luckow to approve the Lawn Care and Landscaping services. Motion carried unanimously.

**NEXT MEETING:** Monday, February 22, 2021 at 4:00 p.m.

**ADJOURN:** A Motion was made to adjourn the meeting by Commissioner Sitkiewitz. Meeting adjourned at 4:22 p.m.

  
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Approved: Troy Adams, General Manager

  
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Approved: Mark R. Seidl, Secretary